



**AGENDA  
ENFIELD TOWN COUNCIL  
SPECIAL MEETING**

**Monday, June 16, 2008  
5:30 p.m. – Enfield Room**

- 1. Roll Call**
- 2. Executive Session**
  - a. Personnel Matters
  - b. Pending Litigation
  - c. Real Estate Negotiations
- 3. Adjournment**

Dinner will be available at 5:15.



## **AGENDA ENFIELD TOWN COUNCIL REGULAR MEETING**

**Monday, June 16, 2008  
7:00 p.m. – Council Chambers**

1. Prayer – William Edgar.
2. Pledge of Allegiance.
3. Roll Call.
4. Fire Evacuation Announcement.
5. Minutes of Preceding Meeting(s).
  - Special Meeting – June 2, 2008
  - Regular Meeting – June 2, 2008
6. Special Guests.
7. Public Communications and Petitions.
8. Councilmen Communications and Petitions.
9. Town Manager Report and Communications.
  - Road 2005 Update
  - Enfield High School Update
10. Town Attorney Report and Communications.
11. Report of Special Committees of the Council.

12. **OLD BUSINESS.**

**A. Appointment(s) - Town Council Appointed.**

1. **Area 25 Cable Television Advisory Committee** - The term of office of Mark David Smith (U) expired 06/30/04. Replacement term would be until 06/30/08. (Tabled 06/21/04)
2. **Area 25 Cable Television Advisory Committee** - The term of office of Robert W. Tkacz (R) expired on 06/30/06. Reappointment or replacement would be until 06/30/08. (Tabled 06/05/06)
3. **North Central Regional Mental Health Board** - A vacancy exists due to the resignation of Everett A. Gamble (D). Replacement term would be indefinite. (Tabled 01/05/04)
4. **Ethics Commission** – The term of office of Kenneth M. Varriale, Alternate, and (U) expired 10/31/07. Reappointment or replacement would be until 10/31/09. (Tabled 10/01/07)
5. **Ethics Commission** – The term of office of Mark T. Sargent, Alternate, (R) expired 10/31/07. Reappointment or replacement would be until 10/31/09. (Tabled 10/01/07)
6. **\*\*\*Enfield Beautification Committee** – The term of office of Alexandra Bozzuto (R) expired 12/01/07. Reappointment or Replacement would be until 12/01/10. (Tabled 12/3/07)
7. **Enfield Beautification Committee** – The term of office of Barbara W. Wielgos (U) expired 12/01/07. Replacement would be until 12/01/10. (Tabled 12/3/07)
8. **Clean Energy Committee** – A vacancy exists due to the resignation of Jonathan Grande (R). Term of office would be until two years of date of appointment. (Tabled 5/19/08)
9. **Enfield Revitalization Strategy Committee** – The term of office of Joan Smith (U) expired 4/30/08. Replacement would be until 4/30/11. (Tabled 5/19/08)
10. **Cultural Arts Committee** – The term of office of James Brislin (R) expires 5/31/08. Reappointment or Replacement would be until 5/31/10. (Tabled 5/19/08)

**B. Appointment(s) - Town Manager Appointed/Council Approved.**

1. **Housing Code Appeals Board** - The term of office of Constance P. Harmon, alternate (R) expired on 05/01/01. Replacement term would be until 05/01/11. (Tabled 05/07/01)

2. **Housing Code Appeals Board** - The term of office of Lawrence P. Tracey, Jr. (R), insurance, alternate, expired 05/01/06. Replacement would be until 05/01/11.
  3. **Building Code Appeals Board** - The term of office of Joseph F. Petronella (D), contractor, expired 11/01/04. Replacement term would be until 11/01/09. (Tabled 11/25/04)
  4. **Building Code Appeals Board** - A vacancy exists due to the resignation of Kenneth J. Bergeron, (D) Chairman, Architect. Replacement term would be until 11/01/11. (Tabled 10/16/06)
  5. **Fair Rent Commission** - A vacancy exists due to the resignation of Tom Baziak, Tenant (D). Term of office would be until 06/30/09. (Tabled 11/20/06)
  6. **Fair Rent Commission** - A vacancy exists due to the resignation of Pamela Hall, Tenant (D). Term of office would be until 06/30/09. (Tabled 11/20/06)
  7. **Fair Rent Commission** – The term office of Arthur Graves, Homeowner (D) expired 06/30/07. Replacement term would be until 06/30/09. (Tabled 07/02/07)
- C. **Discussion:** Use of Facilities. (Tabled 11/13/06)
- D. **Discussion/Resolution:** 9 Gordon Lane. (Tabled 09/17/07)
1. Request for Transfer of Funds –CIP - \$40,000.
- E. **Discussion/Resolution:** Tax Delinquency List. (Tabled 11/26/07)
1. Rescind Resolution Numbers 3342, 4768, 4770, 4772, 8263, 8264, 8265, 8266.
- F. **Discussion:** Town Owned Properties. (Tabled 11/26/07)
- G. **Discussion:** Personnel Rules and Procedures. (Tabled 1/22/08)
- H. **Discussion:** Drainage and Erosion Issues on Private Land. (Tabled 4/21/08)
- I. **Discussion:** Library Services Worker Program. (Tabled 6/2/08)
13. **NEW BUSINESS.**
- A. **Consent Agenda – Action.**
  - B. **Appointment(s) – Town Council Appointed.**
  - C. **Appointment(s) – Town Manager Appointed/Council Approved.**

1. **\*\*\*Fair Rent Commission** – The term of office of Ken Carlson (R) expires 6/30/08. Reappointment or Replacement would be until 6/30/12.
  - D. **Discussion/Resolution:** Ratification of CSEA Supervisory Union Contract.
  - E. **Discussion/Resolution:** Acceptance of Yale Court Extension.
  - F. **Discussion/Resolution:** Request for Transfer of Funds, Exterior of Town Hall, \$24,000.
  - G. **Discussion/Resolution:** Request for Transfer of Funds for CIP from Town Farm Road to Miscellaneous Capitol Improvement Projects, \$200,000.
  - H. **Discussion/Resolution:** Summer Meeting Schedule.
14. **ITEMS FOR DISCUSSION.**
- A. **\*\*Consent Agenda – Review.**
    1. **Discussion/Resolution:** Request for Transfer of Funds for the Beautification Committee to the Clean Sweep Committee, Transfer In, \$1,000.
    2. **Discussion/Resolution:** Request for Transfer of Funds for the Beautification Committee to the Clean Sweep Committee, Transfer Out, \$1,000.
    3. **Discussion/Resolution:** Request for Transfer of Funds to Purchase Used Dial-A-Ride Vehicles, \$5,600.
    4. **Discussion/Resolution:** Request for Transfer of Funds for the Neighborhood Services Furniture Account, \$5,500.
    5. **Discussion/Resolution:** Request for Transfer of Funds for the Public Access AED for Town Hall and DPW Facility, \$3,200.
    6. **#Discussion/Resolution:** Request for Transfer of Funds for the Recreation Activenet Fees, \$2,500.
    7. **#Discussion/Resolution:** Request for Transfer of Funds for the Child Development Center Food Account, \$5,214.
    8. **#Discussion/Resolution:** Request for Transfer of Funds for Finance Department's Full-Time Salaries, \$3,000.
    9. **#Discussion/Resolution:** Request for Transfer of Funds for the Finance Department's Salaries and Benefits, \$7,500.
    10. **#Discussion/Resolution:** Request for Transfer of Funds for the Town Attorney Salaries, \$4,091.27.

11. **#Discussion/Resolution:** Request for Transfer of Funds for the Engineering Division's Salaries and Benefits, \$4,662.16.
12. **#Discussion/Resolution:** Request for Transfer of Funds for the Highway Maintenance Division Benefits, \$3,096.46.
13. **#Discussion/Resolution:** Request for Transfer of Funds for the Solid Waste Division's Life Insurance, \$60.
14. **#Discussion/Resolution:** Request for Transfer of Funds for the Town Clerk's Salaries, \$7,565.88.
15. **#Discussion/Resolution:** Request for Transfer of Funds for the Town Manager's Salaries, \$7,427.
16. **#Discussion/Resolution:** Request for Transfer of Funds for Human Resources Full Time Salaries, \$1,200.
17. **#Discussion/Resolution:** Request for Transfer of Funds for Human Resources Part Time Salaries, \$1,200.

**B. Appointment(s) – Town Council Appointed.**

1. **Enfield Beautification Committee** – A vacancy exists due to the resignation of Brian Trudeau (R). Replacement would be until 12/01/12. (Tabled 12/3/07)

**C. Appointment(s) – Town Manager Appointed/Council Approved.**

1. **\*\*\*Fair Rent Commission** – The term of office of Elizabeth Gillen (U) expires 6/30/08. Reappointment or Replacement would be until 6/30/12.

**D. \*\*Discussion/Resolution:** Request for Transfer of Funds for Water Pollution Control Overtime, \$15,000.

**E. \*\*Discussion/Resolution:** Request for Transfer of Funds for the Collector of Revenue Postage, \$17,000.

**F. \*\*Discussion/Resolution:** Request for Transfer of Funds for the Social Services Department Taxes and Salary Adjustment, \$68,720.

**G. \*\*Discussion/Resolution:** Request for Transfer of Funds for Water Bill, \$177,000.

**H. \*\*Discussion/Resolution:** Request for Transfer of Funds for the Police Department Data Storage, \$73,000.

**I. \*\*Discussion/Resolution:** Request for Transfer of Funds for the Buildings & Grounds Water and Gas Fund, \$29,000.

**J. Discussion/Resolution:** Request for Transfer of Funds for the Public Works Salaries, \$68,800.

- K. **\*\*#Discussion/Resolution:** Request for Transfer of Funds for the Planning Department's Salaries, \$24,000.
- L. **\*\*#Discussion/Resolution:** Request for Transfer of Funds for the Buildings & Grounds Electricity, \$106,273.
- M. **\*\*Discussion/Resolution:** Extension of the Road 2005 Construction Inspection Services Contract with Wenners Engineering Group.
- N. **\*\*Discussion/Resolution:** Setting a Public Hearing regarding the Schedule of Fees for Transfer Station Usage and Curbside Bulky Waste Pick-up
- O. **Discussion:** Tax Bill Check Box.
- P. **Discussion:** Barresi Career Award Proposal.
- 15. MISCELLANEOUS.
- 16. PUBLIC COMMUNICATIONS/APPLIES ONLY IF PRIOR TO 11:00 p.m.
- 17. COUNCIL COMMUNICATIONS.
- 18. ADJOURNMENT.

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# YEAR END TRANSFERS  
\* REMOVE FROM AGENDA  
\*\* MOVE TO MISCELLANEOUS  
\*\*\* WOULD LIKE TO BE CONSIDERED FOR REAPPOINTMENT

**minutes**



**ENFIELD TOWN COUNCIL  
MINUTES OF A SPECIAL MEETING  
MONDAY, JUNE 2, 2008**

A Special Meeting of the Enfield Town Council was called to order by Chairman Kaupin in the Enfield Room of the Enfield Town Hall, 820 Enfield Street, Enfield, Connecticut on Monday, June 2, 2008. The meeting was called to order at 5:32 p.m.

**ROLL-CALL** – Present were Councilmen Bosco, Dumont, Edgar, Jones, Kaupin, Kiner, Mangini and Nelson. Councilmen Lee arrived at 5:35 p.m., Councilman Ragno at 5:41 p.m. and Councilman Crowley at 6:09 p.m.. Also present Town Manager Matthew Coppler, Assistant Town Manager Daniel Vindigni, Town Attorney Kevin Deneen, Director of Finance Lynn Nenni, from the Enfield Public Schools Business Manager Chris Drezek and Facilities Director, Arthur Pongratz, Town Clerk Suzanne Olechnicki

**MOTION #9875** by Councilman Mangini, seconded by Councilman Jones to go into Executive Session to discuss Personnel Matters, Pending Litigation and Real Estate Negotiations.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #9875** adopted 8-0-0 and the meeting stood recessed at 5:33 p.m.

**EXECUTIVE SESSION**

The Executive Session of the Enfield Town Council was called to order by Chairman Kaupin at 5:34 p.m.

**ROLL-CALL** – Present were Councilmen Bosco, Dumont, Edgar, Jones, Kaupin, Kiner, Mangini and Nelson. Councilmen Lee arrived at 5:35 p.m., Councilman Ragno at 5:41 p.m. and Councilman Crowley at 6:09 p.m.. Also present Town Manager Matthew Coppler, Assistant Town Manager Daniel Vindigni, Town Attorney Kevin Deneen, Director of Finance Lynn Nenni, from the Enfield Public Schools Business Manager Chris Drezek and Facilities Director, Arthur Pongratz, Town Clerk Suzanne Olechnicki

Personnel Matters, Pending Litigation and Real Estate Negotiations were discussed with no action or votes being taken.

Chairman Kaupin adjourned the Executive Session at 6:50 p.m. He reconvened the Special Meeting at 6:51 p.m. and stated that during Executive Session, Personnel Matters, Pending Litigation and Real Estate Negotiations were discussed with no action or votes being taken.

**ADJOURNMENT**

**MOTION #9876** by Councilman Jones, seconded by Councilman Kiner to adjourn.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #9876** adopted 11-0-0 and the meeting stood adjourned at 6:52 p.m.

Suzanne F. Olechnicki  
Town Clerk/Clerk of the Council

**ENFIELD TOWN COUNCIL  
MINUTES OF A REGULAR MEETING  
MONDAY, JUNE 2, 2008**

The Regular Meeting of the Enfield Town Council was called to order by Chairman Kaupin in the Council Chambers of the Enfield Town Hall, 820 Enfield Street, Enfield, Connecticut on Monday, June 2, 2008. The meeting was called to order at 7:02 p.m.

**PRAYER** – The Prayer was given by Councilman Dumont.

**PLEDGE OF ALLEGIANCE** – The Pledge of Allegiance was said.

**ROLL-CALL** – Present were Councilmen Bosco, Dumont, Edgar, Jones, Kaupin, Kiner, Lee, Mangini, Nelson and Ragno. Councilman Crowley entered at 7:05 p.m. Also present were Town Manager, Matthew Coppler; Assistant Town Manager, Daniel Vindigni; Town Clerk, Suzanne Olechnicki; Town Attorney, Kevin Deneen; Director of Finance, Lynn Nenni; Director of Public Works, Pia Hawkes, Chief of Police, Carl Sferrazza

**FIRE EVACUATION ANNOUNCEMENT**

Chairman Kaupin made the fire evacuation announcement.

**MINUTES OF PRECEDING MEETINGS**

**MOTION #9877** by Councilman Lee, seconded by Councilman Ragno to accept the minutes of the May 19, 2008 Special Meeting.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #9877** adopted 10-0-0.

**MOTION #9878** by Councilman Ragno, seconded by Councilman Jones to accept the minutes of the May 19, 2008 Regular Meeting.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #9878** adopted 10-0-0.

**SPECIAL GUESTS**

Robert Stefanik, President of the Dog Park Action Committee thanked Officer Croteau for showing up with Promise, the police dog, at the Puppy Pride event held last Saturday. Chief Sferrazza noted Promise has been a great help to the Police Department, particular as concerns narcotics work. Mr. Stefanik presented the Police Department with a photograph of Officer Croteau and Promise.

**PUBLIC COMMUNICATIONS & PETITIONS**

Joseph Saroce, 10 Briarwood Drive

Thanked the Town Council and Town Manager for their hard work on this last budget. He went on to state that while Councilmen Edgar and Mangini showed solidarity regarding the Teachers' contract, the only benefactors of that agreement were the teachers and administrators, not the taxpayers or students.

Mr. Saroce stated that while he's a registered Democrat, he does not vote along straight party lines, but rather he votes for who he believes will represent him. He noted he's trying to get the message across that the Council is suppose to represent the people.

Margaret Jedziniak, 232 Abbe Road

Stated she recently read an article about high school not having to take four years. She suggested this be done in Enfield. She stated her understanding there's a lot of time wasted within four years. She noted she spoke with Dr. Gallacher about this, and he told her that he did not believe there was a need for this in Enfield. She stated her belief less than four year of high school would be beneficial to the students and taxpayers.

Ms. Jedziniak spoke about an AT&T power box near her home. She noted this box hums and it has a lot of voltage. She stated her belief there shouldn't be this amount of voltage near homes. She noted AT&T was suppose to get permission to place these in residential areas, but she was never asked about this practice. She stated AT&T just sent a letter to residents about this. She stated her understanding AT&T did not speak to the Town about this. She went on to note this box does block their view whenever they leave their driveway. She stated her belief these boxes are unsafe for children.

She stated a few years ago, her husband had to be transported to the hospital, and the charge was \$799. She noted the bill called this a medical emergency for \$532, and then there was 27 for ground mileage at a cost of \$267. She questioned why they had two charges.

Robert Stefanik, 12 Montclair Drive

Stated the Dog Park Action Committee had their first official fundraiser last Saturday at the Moose Lodge on South Road. He noted events included adoption agencies, agility demonstrations, contests and a demonstration by Officer Croteau with his dog, Promise. He noted there were about 20 vendors present, and they had about 500 people in attendance. He stated they were very grateful to Damon Scott of WTIC-FM who emceed a portion of the event. He noted the high turnout for this event further proved the need for a dog park. He pointed out there was not one dog incident although many dogs were present. He noted the Moose Lodge informed them this was one of the smoothest run events they've ever had. He stated this will be an annual event.

Mr. Stefanik commended his committee for all their hard work. He informed everyone all photos and videos from the event can be viewed on their website-enfielddogpark.com. He thanked everyone who was involved in making this event a success. He reminded everyone there will be a rabies and licensing clinic this weekend.

Mrs. Collins, the Hazardville Section

Stated her understanding the Town now has an Assistant Director of Social Services. She questioned what the salary is for this position. She went on to question the duties of the nurse that was recently hired.

Mrs. Collins questioned whether the Town learned there isn't a leash law. She went on to state her opposition to having a dog park on Town property. She added she's very much against cutting down any trees for such a park. She noted she heard the Town might plow out the dog park in the wintertime.

Karen Wodley, 6 Burnham Street

Thanked the Town for refurbishing the Fermi and Enfield High athletic fields. She stated her belief these are public fields and they should be opened for the use of other recreation leagues. She went on to note Enfield needs more soccer fields. She noted she is the Vice President of the Dog Park Action Committee and pointed out they're not fighting with the Enfield Soccer Club for land for the dog park. She stated the land they are looking for wouldn't be for a soccer field. She thanked everyone involved in the recent Puppy Pride event. She noted this was a very successful event.

Jessica Lowe, 16 Sidor Drive

Stated she recently purchased a home in Enfield, and she is a member of the Dog Park Action Committee. She noted she is very much in favor of such a park.

James Brislin, 34 Oakwood Street

Pointed out there's no left hand turn coming off Elm Street to easily access the Friendly's Restaurant. He explained the circuitous route that cars must travel in order to get to Friendly's. He stated his belief there needs to be a better traffic pattern in this area.

#### **COUNCILMEN COMMUNICATIONS & PETITIONS**

Councilman Mangini expressed appreciation for the signal being corrected on Freshwater Boulevard. She went on to voice concern about the tight merging of traffic in the area of Elm/Charles Streets.

Councilman Mangini commended the Dog Park Action Committee for the hard work that went into the Puppy Pride event.

Councilman Mangini requested the Town Attorney provide a synopsis in laymen's terms as concerns the legal opinion relating to the Board of Education budget issue. She questioned whether it's necessary to make any amendments.

Councilman Dumont noted the Town Council just received the Parks and Recreation pamphlet, and she sees a variety of activities and lots of fun things for all ages. Mr. Vindigni pointed out this brochure is available on-line.

Councilman Dumont stated the leash law in Enfield says dogs must be leashed on Town property. She noted they'd need a legal opinion as to whether a leash ordinance is needed for the dog park. She went on to commend the Dog Park Action Committee for doing a great job with the Puppy Pride event.

Councilman Dumont stated she doesn't recall the Council saying the dog park wouldn't be on Town property, however, she recalls it was to be at no cost to the taxpayer. She noted the Dog Park Action Committee met with staff, and it was understood the Town would be willing to lease a piece of land as long as the Committee met the criteria. Regarding a concern about removing trees, she noted most of the big trees would remain. She noted they don't plan to level the land and leave it bare. She stated Public Works would pick up the trash, and this would only be one more stop. She added Public Works would also be plowing in that vicinity as well. She pointed out the dog park is a serious issue involving 50 core members on the committee plus a petition containing 400 names. She stated this dog park would be at no cost to the Town of Enfield.

Councilman Crowley suggested looking at land owned by the Department of Corrections for a dog park. He suggested contacting the State about this possibility.

As concerns soccer fields, Councilman Crowley stated his understanding there was an endeavor to locate Thompsonville Little League in one location and then develop soccer fields in the area of Walgreens on Shaker Road. He agreed school fields could be used as long as the schools aren't using them. He stated he does not want to see adversity between different groups and would like to see everyone work together.

Councilman Ragno thanked Ted Plamondon, the Veterans' Council and Building & Grounds for a wonderful Memorial Day Parade.

Councilman Ragno stated he would like to see the plan for the dog park. He disagreed there would be no cost to the taxpayers for a dog park. He stated his belief this endeavor should be approached from a private enterprise standpoint, and he'd rather the dog park be located on private property.

Councilman Ragno stated his belief the Town Attorney's opinion was very concise and well researched. He noted the Council will be watching the Board of Education as to how those funds will be utilized in the future.

Councilman Nelson questioned whether the Town currently has a policy that addresses attendance for members of boards and commissions. He questioned what can be done when a member doesn't show up for meetings. He noted if there isn't a policy, the Council should develop a policy to address this issue.

**MOTION #9879** by Councilman Nelson, seconded by Councilman Jones to add Item (N) under Items for Discussion – an item concerning a duel fuel bid waiver.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #9879** adopted 11-0-0.

**MOTION #9880** by Councilman Nelson, seconded by Councilman Mangini to move the following items to Miscellaneous – Items 14 A., D., E., F., G., H., I., J., K. and N.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #9880** adopted 11-0-0.

Councilman Lee expressed his appreciation to the Veterans' Council for the Memorial Day Parade.

Councilman Lee noted a resident asked him if there are regulations concerning the renovation of asbestos shingled dwellings.

Chairman Kaupin thanked the Veterans' Council for the Memorial Day Parade. He noted there was a wonderful turnout. He also thanked the Building & Grounds Department for their help with the sign for the naming of the EMS facility for the John Maciolek Post.

Chairman Kaupin stated a public informational meeting was recently held at the Enfield Street Elementary School. He stated his hope this will catch on over time and more people will attend.

Chairman Kaupin stated last Friday there was a field dedication in the name of Richard Askin. He noted Building & Grounds did a tremendous job in getting that field into really fine shape.

He noted there was a tree planting done recently at the Enfield Public Library in memory and honor of Mary Lou Strom.

Chairman Kaupin stated he attended the Puppy Pride event last Saturday. He noted he was very impressed with how well all the dogs interacted with each other. He noted there was a great turnout from vendors and the public. As concerns the dog park, he stated this is recreation whether the Town provides it or it's private. He noted a community is built around whatever is needed, and there's definitely an interest in this endeavor.

Chairman Kaupin stated his belief Mr. Brislin's concern about access issues at the Enfield Square area should be taken up with the Enfield Square since they are the ones that control the traffic pattern within the mall area. He stated the inability to make a left-hand turn to get to Friendly's might be a Town issue.

### **TOWN MANAGER REPORT AND COMMUNICATIONS**

Mr. Coppler stated since Elm Street is a state roadway, the Town would have to discuss the left-hand turn issue near Friendly's with the state. Chairman Kaupin questioned if it's possible to create a left-hand turn. Mr. Coppler stated his belief that particular entrance is a secondary entrance, and the state probably didn't want a left-hand turn in this area because of the signalization and the proximity of the entrances to Route 91.

Mr. Coppler commended Karen Edelson and the Enfield Day Care staff on their recent accreditation award for the Enfield Child Development Center and the Family Resource Center.

He stated the Council has been provided with an update on the Enfield High School athletic field work.

Mr. Coppler stated the Town's triple AAA designation has been reaffirmed by Moody's and S&P. He pointed out Enfield is one of 27 municipalities in Connecticut that has the highest designation for a credit rating that can be attained by those particular rating agencies. He noted historically, Enfield has done a very good job in managing its finances.

As concerns EMS mileage charges, Mr. Coppler stated every emergency transport agency in Connecticut and in the U.S. are allowed to charge a loaded mile rate. He noted this helps municipalities or private agencies compensate for the cost of the equipment they're using, plus wear and tear on vehicles and fuel. He pointed out this is a regulated amount that they're allowed to charge from the State of Connecticut. He noted health insurance as well as Medicare reimburse at this rate.

Mr. Coppler stated he will review the AT&T box issue. He stated his understanding AT&T has the right to install these boxes without coming to the town for local permission.

He stated the Assistant Director of Social Services is actually a combined position because it also performs Neighborhood Service duties as well as overseeing all the grants. He noted this will free up some of Ms. Brown's time to start looking for more opportunities to reduce the General Fund contribution to Social Services. He noted the Assistant Director of Social Services has a salary of \$54,835.

Mr. Coppler stated the nurse that was hired for the Adult Day Care is actually the Director for the Adult Day Care Center.

As concerns the attendance policy for Boards and Commission, Mr. Coppler stated his belief a legal opinion was made prior to his arrival. He noted Attorney Deneen will look into this.

#### **TOWN ATTORNEY REPORT AND COMMUNICATIONS**

Attorney Deneen clarified his legal opinion concerning the Board of Education budget. He stated under state statutes, the Board of Education has complete discretion over how it allocates its funds. As concerns funds allocated within the Capital Improvement Budget, the Supreme Court was equally clear in a New Haven case that the Board of Education does not have that same discretion over reallocating funds in a CIP budget. He explained the Board of Education can only move money around in the CIP budget with the consent of the Town Council. Attorney Deneen stated there's nothing wrong with the creation of Special Revenue funds, but the question is why those funds are allocated. He noted if the funds are allocated to meet a function or need that is within the scope of the duties that are placed on the Board of Education, then those funds are available for the Board of Education to make those competing judgments as to whether or where they want to spend that money. He noted in summary, the Board of Education can do whatever they want with their operating budget, they can't touch the CIP budget without the Council's consent and as far as the Special Revenue funds are concerned, it's his opinion that if the Board requested a transfer of that into their operating account, the Town could ultimately be required to do that by a court if there was a suit.

Councilman Jones questioned if the Board would actually have to come to the Council to ask for these funds to be moved to their account. Attorney Deneen stated his belief they would have to do so because of the way the budget is typically setup. He added he will check into that.



Chairman Kaupin stated he had conversations with people on the Republican and Democrat side, and any action taken at the last Board of Education meeting wasn't a move from the Town side to the Board side, but more of a consideration that this money should be used to close their gap in funding. He noted he told them if it's their intention to move funds to their budget, they should be sure to work with the appropriate people so that it's done properly.

Councilman Lee questioned whether there were any circumstances which a Special Revenue fund would allow them to keep that money from year to year. Attorney Deneen stated there were a couple supreme courts that referenced that it might be possible using other funds, i.e., special revenue funds as a means of cooperatively creating a non-lapsing fund, and there may be ways of doing that. He noted there may be ways of doing this, and if the Council is interested, he can work with the Finance Department and auditors to see how this can be done.

Attorney Deneen stated this afternoon he dropped off four tax foreclosures that will be served on various defendants, and there will be a couple more going out tomorrow.

Councilman Nelson requested the Town Attorney provide clarification about the difference between a tax foreclosure and a tax sale. Attorney Deneen explained there are a number of ways to collect municipal taxes. He noted there's an abbreviated process whereby the Tax Collector can directly auction off properties to collect taxes. He stated there is a separate tax foreclosure process and this is very similar to a mortgage foreclosure. He noted they bring suit in superior court, and the owner has the opportunity to challenge the amount of the lien although there's no factual basis to do that. He stated unless the property is valued less than the total amount of the tax liens, the court will order a sale of that. He noted there's more protection for the property owner in a tax foreclosure because the court oversees things to make sure there's a reasonably fair price being paid.

#### **REPORT OF SPECIAL COMMITTEES OF THE COUNCIL**

Councilman Mangini stated the Fourth of July Committee is moving forward and putting the final touches on the Fourth of July celebration.

Councilman Mangini stated she and Councilman Nelson had a Facilities Committee meeting last week. She noted also in attendance were School Facilities Director, Arthur Pongratz, Town staff and Tom Arnone from the Board of Education. She noted a policy is being drafted for the next meeting regarding Town building and athletic field usage for a fee.

Councilman Lee stated during the budget process a Water Pollution Control Committee was formed. He noted he and Councilman Crowley will be on that committee, and they will be setting a meeting date for next week.

**OLD BUSINESS**

Items 12 A through H remained tabled.

**MOTION #9881** by Councilman Lee, seconded by Councilman Jones to remove Item I. from the table.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #9881** adopted 10-1-0, with Councilman Kiner against the motion.

**DISCUSSION; A MOTION TO REFER TO PLANNING AND ZONING AN 8-24 REVIEW FOR THE PROPOSED ACCESS OF A ONE-WAY ACCESS FOR SCITICO STREET**

**MOTION #9882** by Councilman Kiner, seconded by Councilman Dumont to refer to Planning and Zoning an 8-24 review for the proposed access of a one-way access for Scitico Street with a request for a public hearing at Planning & Zoning.

Mr. Hawkes stated the cost estimate for this work is \$17,000.

Councilman Kiner questioned if that \$17,000 is added to the road project already underway, and Mr. Hawkes responded yes.

Councilman Edgar questioned if this is buying town, state or private property, and Mr. Hawkes stated this is town property and they're within the town right-of-way, therefore, they do not have to purchase state property.

Mr. Coppler pointed out once they go through this process, they'll still have to get state approval on the plan.

Councilman Crowley stated a business in this area takes deliveries, and it will be difficult for a truck to turn around or use the loading zone. He suggested there be an area this business could use to accommodate delivery trucks, and Mr. Hawkes stated he will look into this.

Councilman Ragno questioned where the egress would be for 544 Hazard Avenue. Mr. Hawkes stated it would come from Route 190, down Scitico Road and out through Leary Road. Councilman Ragno noted this is a very viable piece of property on a

major corner. He indicated such restrictions on a business aren't conducive to encouraging economic development in town. He pointed out the owner of that business is not in favor of this plan. Councilman Ragno stated he does not support this plan.

Councilman Lee stated his impression this business was kept in consideration when this project was developed. He questioned why is this plan being proposed and what is the desired outcome.

Mr. Coppler explained this came up about two years ago, and it was a request by residents on Scitico Road. He noted there were three or four different scenarios, and this was considered the best option according to the Planning Department. He stated there are competing interests in this case whereby the residents want to deter through traffic, but the business requires good egress and ingress to that property.

Mr. Coppler stated if any kind of development occurs in this area, it will dump onto Scitico Road and then onto Leary Road. He stated his belief there should be a public hearing concerning this so that they can hear from everyone.

Councilman Mangini agreed with Councilman Ragno's comments. She stated simple signage might help deter traffic. She noted she's unsure about bringing this to Planning & Zoning at this point. She stated her belief they need to go back to the drawing board with this.

Mr. Coppler stated his opinion the best way to go is for any potential development to possibly solve the problem.

Councilman Bosco noted at the last meeting, he was all for this, however, at this point he believes they should wait to see what's going to happen.

Mr. Coppler suggested having a public hearing to allow all the parties to have input.

Councilman Kiner questioned whether there are any plans to have "no left hand turn" onto Scitico Street when traveling west from Somers on Route 190. Mr. Hawkes responded yes.

Councilman Jones agreed with Councilman Ragno, however, he's unsure this is the best thing to do. He noted Planning & Zoning is the Town's land use board. He feels the Council should move this forward.

Councilman Nelson stated people purchased these homes knowing the situation. He acknowledged there is a safety issue of cars speeding through there to avoid the traffic light. He added he does believe people should have their say in a Public Hearing. He

pointed out it will have to go through a Public Hearing with Planning & Zoning before anything is done. He stated his belief this isn't a Council decision. He noted he would leave things as they are.

Councilman Crowley agreed this should go to Planning & Zoning for their decision.

Councilman Ragno stated his belief they should let the land use board decide this. He stated his belief this plan isn't viable, and he feels they're jumping the gun.

Councilman Kiner questioned why they're moving the street. Mr. Hawkes stated that is the proposal for the one-way into Scitico Road. Councilman Kiner went on to suggest making the existing road one-way and then have a "must turn left" sign in the driveways leaving the apartment building and the package store.

Chairman Kaupin stated he prefers sending this to Planning & Zoning. He noted the Council is only responding to the public and Town staff invested time to come up with an alternative. He stated his belief Planning & Zoning should weigh in on this.

Upon a **ROLL-CALL** vote being taken, the Chair declared **MOTION #9882** adopted 9-1-1, with Councilman Ragno voting against and Councilman Edgar abstaining.

### **NEW BUSINESS**

Item D will appear at Old Business on the next Regular Meeting agenda.

**RESOLUTION #9883** by Councilman Jones, seconded by Councilman Mangini.

BE IT RESOLVED, that the Town Council of the Town of Enfield has determined that inviting bids for the Town's purchase of two motorcycles would be against the best interest of the Town and therefore waives the bid process and approves the purchase of two motorcycles from New England Police Vehicle Leasing Corp., North Hampton, New Hampshire, for \$26,500.

BE IT FURTHER RESOLVED, that the Town Manager is hereby authorized to execute any documents required to effectuate the purchase of the two motorcycles.

Chief Sferrazza stated these motorcycles were first leased two years ago. He noted in good weather, they use these motorcycles for speed enforcement. He stated these bikes play a role that cruisers can't typically do. He stated they've had very few problems with them in the two years the Town has had them, and they're told they should last the Town 15 years. He noted they've already invested money into outfitting them, and the \$26,500 being requested is already within the Police budget.

Councilman Edgar questioned if these motorcycles were leased with an option to buy, and Chief Sferrazza stated this was only a two year lease with no option to buy.

Councilman Mangini voiced her support of this resolution. She noted she spoke with officers who use the motorcycles and they indicated to her that these bikes are good tools for the Police Department.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #9883** adopted 9-1-0, with Councilman Edgar voting against the resolution. Councilman Nelson absent at the vote.

**RESOLUTION #9884** by Councilman Mangini, seconded by Councilman Jones.

RESOLVED, that in accordance with Chapter VI, Section 8(f) of the Town Charter, the following transfer is hereby made:

FROM:	Account #0100-2100-322 Professional Development	\$ 7,500.00
	Account #2100-442 Rental-Equip/Vehicles	10,200.00
	Account #2100-535 Postage	1,000.00
	Account #2100-580 Travel	2,000.00
	Account #2100-590 Other Purchased Services	1,800.00
	Account #2100-810 Dues & Fees	4,000.00
	TOTAL	\$26,500.00
TO:	Account 0100-8030-0930	\$26,500.00

**CERTIFICATION**

I hereby certify that the above-stated funds are available as of May 30, 2008.

/s/ Lynn Nenni, Director of Finance

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #9884** adopted 9-1-0, with Councilman Edgar voting against.

**RESOLUTION #9885** by Councilman Ragno, seconded by Councilman Mangini.

RESOLVED, that in accordance with Chapter VI, Section 8(f) of the Town Charter, the following transfer is hereby made:

FROM: CIP Transfers In 310-18010 \$26,500.00  
TO: Account #310-2100-08730-732 \$26,500.00  
Public Safety

**CERTIFICATION**

I hereby certify that the above-stated funds are available as of May 30, 2008.

/s/ Lynn Nenni, Director of Finance

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #9884** adopted 9-1-0, with Councilman Edgar voting against.

**ITEMS FOR DISCUSSION**

Items C. and L. will appear on the next Regular Meeting agenda.

**DISCUSSION RE: SUMMER MEETING SCHEDULE**

Chairman Kaupin stated in the past the Council had a shortened schedule during the summer. He noted the proposal is to hold the first meeting in July and the first meeting in August, but cancel the second meeting of each month. He stated a resolution will be on the next agenda.

**MOTION #9886** by Councilman Ragno, seconded by Councilman Dumont to approve the Consent Agenda.

Transfer Appraisal Fees \$2,500  
Transfer Conservation Commission \$30.00  
Transfer Human Resources OT \$160  
Transfer Human Resources Advertising \$3,000  
(Appended to Minutes)

Councilman Edgar requested clarification on Items 3 & 4. Mr. Coppler stated this all relates to the Human Resources budget.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #9886** adopted 10-0-0.

**RESOLUTION #9887** by Councilman Mangini, seconded by Councilman Jones.

RESOLVED, that the Enfield Town Council does hereby approve the four (4) year collective bargaining agreement between the Town of Enfield and the Connecticut State Employee's Union Local 760 Supervisory Unit dated July 1, 2008 through June 30, 2012.

Chairman Kaupin questioned if this follows the normal course that they've been doing over the past couple contracts of 11.5% over four years. Mr. Coppler clarified it's 11.5% over four years for salary increases and a continuation of increasing the employees' share of contribution toward health insurance, going from 10% up to 12.5% through four years.

Mr. Coppler stated this was one of the quickest negotiated contracts ever. He noted this shows a willingness for both sides to try to come together as quickly as possible so they could keep moving forward.

Chairman Kaupin questioned whether the contract has been filed with the Town Clerk, and Mr. Coppler stated contracts aren't usually filed with the Town Clerk until after they're approved.

Chairman Kaupin stated his belief the contract needs to be put on file with the Town Clerk's office pending approval by the Town Council.

**MOTION #9888** by Councilman Jones, seconded by Councilman Lee to table this resolution.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #9888** adopted 10-0-0.

**RESOLUTION #9889** by Councilman Lee, seconded by Councilman Ragno.

RESOLVED, that Matthew W. Coppler, Town Manager, is empowered to execute and deliver in the name and on behalf of this municipality a contract with the Connecticut State Library for a Historic Documents Preservation Grant.

Mr. Coppler stated Town Clerk, Suzanne Olechnicki, spoke about this in her budget presentation to the Council. He noted this grant was well-written by Ms. Olechnicki and her staff. He stated they were awarded this grant, and now they have to go through the formality of getting the money.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #9889** adopted 10-0-0.

**RESOLUTION #9890** by Councilman Mangini, seconded by Councilman Crowley.

WHEREAS, on January 12, 2006, the Planning and Zoning Commission of the Town of Enfield did approve PH#2536 – Re-Subdivision of a 6.2 acre parcel into two residential lots on property located at the end of Yale Court, zoned R-33, Map 18, Lot 281, Ridgewood Homes of Connecticut, LLC, Applicant/Owner; and

WHEREAS, as a condition of approval Yale Court was required to be extended to the specifications for public roads and deeded to the Town for acceptance upon completion of the subdivision; and

WHEREAS, the extension has been completed, the improvements inspected and the checklist for acceptance of public improvements for this project has been signed off by the Director of Public Works; and

WHEREAS, the developer has submitted a deed to the Town of Enfield; and

WHEREAS, the Town Attorney has reviewed the deed and has approved it as to form;

NOW, THEREFORE, BE IT RESOLVED, that the Enfield Town Council does hereby accept and will record the deed for the extension of Yale Court.

Mr. Coppler stated for this particular subdivision, there are no outstanding taxes, however, there are outstanding taxes on Weymouth Road property.

Councilman Crowley questioned whether there's an obligation to accept a road. Attorney Deneen stated the Council can choose not to accept a road. He added he's not positive whether this is the same legal entity or if it's the same developer.

Councilman Ragno stated his belief the Council needs to be consistent in its public policy. He stated his belief they need to check the legal entity to see if it's the same LLC and incorporate that into the public policy.

Councilman Edgar stated he would like more information concerning the outstanding taxes.

**MOTION #9891** by Councilman Edgar, seconded by Councilman Ragno to table this item.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #9891** adopted 10-0-0.



**RESOLUTION #9892** by Councilman Mangini, seconded by Councilman Dumont.

RESOLVED, that in accordance with Chapter VI, Section 8(f) of the Town Charter, the above transfer is hereby made:

TO: 220-01-40-4320-6078-735-00 Recreational Equipment \$14,077.88

FROM: 220-01-40-4320-19020-000-00 Social Service \$14,077.88  
Fund Balance

**CERTIFICATION**

I hereby certify that the above-stated funds are available as of May 28, 2008.

/s/ Lynn Nenni, Director of Finance

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #9892** adopted 10-0-0.

**RESOLUTION #9893** by Councilman Ragno, seconded by Councilman Jones.

RESOLVED, that in accordance with Chapter VI, Section 8(f) of the Town Charter, the above transfer is hereby made:

TO: 0100-01-0030-3800-00000-0626 \$76,000.00

FROM: 100-01-80-8030-000-840-00 \$76,000.00

**CERTIFICATION**

I hereby certify that the above-stated funds are available as of May 28, 2008.

Councilman Edgar questioned whether this includes fuel for EMS. Mr. Coppler stated there could be some amount going toward EMS, but the majority of the EMS gasoline is in the EMS fund. Councilman Edgar indicated he would like more clarification regarding this.

Upon a **ROLL-CALL** being taken, the Chair declared **RESOLUTION #9893** adopted 11-0-0.

**RESOLUTION #9894** by Councilman Mangini, seconded by Councilman Ragno.

RESOLVED, that in accordance with Chapter VI, Section 8(f) of the Town Charter, the following transfer is hereby made:

TO:                3400-8126                        \$24,000.00  
                      Town Hall Exterior

FROM:            3400-8111 Old Town Hall    \$24,000.00

**CERTIFICATION**

I hereby certify that the above-stated funds are available as of May 28, 2008.

/s/ Lynn Nenni, Director of Finance

Councilman Edgar questioned why they're short. Mr. Hawkes explained that in the initial design of the parking lot, they had to take out about ten inches of clay and then lay down stone and a membrane. He noted this is the reason for the cost increase.

Councilman Nelson questioned the total cost, and Mr. Hawkes responded \$170,000.

Councilman Lee stated he's more concerned as to whether the contractor provided correct information. Mr. Coppler stated based upon what Mr. Hawkes is saying, there were circumstances that were not part of the original estimate.

Councilman Edgar noted there was a punch list of items to be done at the old town hall, and he was never notified those items have been taken care of. He noted before touching these funds, he wants to know everything has been completed at the old town hall. He suggested taking the funds from another account. He stated he will be voting against this.

Councilman Crowley stated his belief the specs were done for this job quite awhile ago. He feels they should close this out and move on. He noted the money at old town hall was to complete that parking lot and remove the oil drum.

Councilman Bosco questioned how they pick an on-call contractor, and Mr. Hawkes stated it's an RFP that is advertised.

Councilman Bosco stated he did not want to take money away from the old town hall unless he knows the work is finished.

Mr. Coppler stated staff can provide more answers in a couple weeks.

**MOTION #9895** by Councilman Edgar, seconded by Councilman Bosco to table this item.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #9895** adopted 11-0-0.

**RESOLUTION #9896** by Councilman Mangini, seconded by Councilman Jones.

WHEREAS, the 2008-2009 Budget for the Town of Enfield includes revenues from increased fees for Building Permits issued by the Division of Building Inspection; and

WHEREAS, a Public Hearing has been held in accordance with Charter requirements on June 2, 2008; and

WHEREAS, it has been determined this is in the best interest of the Town of Enfield to make changes to the Building Permit Fees.

NOW, THEREFORE, BE IT RESOLVED, that the Enfield Town Council does hereby adopt the amended and revised fee schedule ordinance heretofore attached as "Attachment A" (Appended to Minutes)

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #9896** adopted 11-0-0.

**RESOLUTION #9897** by Councilman Ragno, seconded by Councilman Nelson.

WHEREAS, as part of the 2008-2009 Budget for the Town of Enfield, the Town Council decided to eliminate the fee for zoning applications related to the construction of new single family homes; and

WHEREAS, a Public Hearing has been held in accordance with Charter requirements on June 2, 2008; and

WHEREAS, it has been determined this is in the best interest of the Town of Enfield to make changes to the Fees for Zoning Permits.

NOW, THEREFORE, BE IT RESOLVED that the Enfield Town Council does hereby adopt the amended and revised fee schedule ordinance heretofore attached as "Attachment A" (Appended to Minutes)

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #9897** adopted 11-0-0.

**RESOLUTION #9898** by Councilman Jones, seconded by Councilman Mangini.

BE IT RESOLVED, that the Town Council of the Town of Enfield has determined that inviting bids for the Town and Board of Education purchase of dual fuels would be against the best interest of the Town and therefore waives the bid process and approves the purchase of dual fuels (natural gas and fuel oil) from Santa Buckley Energy, and to do so for a 24 month contract period.

BE IT FURTHER RESOLVED, that the Town Manger is hereby authorized to execute all documents required to effectuate the purchase of dual fuel from Santa Buckley Energy.

Councilman Edgar stated he will be voting against this because it calls for a waiver.

Councilman Lee stated he will be voting in favor of this. He noted this waiver will save the Town and Board of Education a minimum of \$668,316 over a period of 24 months.

Councilman Jones pointed out the \$668,316 is a per year savings. He commended Chris Drezek at the School Department for coming up with this.

Councilman Nelson agreed with comments, however, without a bid it's not known what that number could be. He stated he has never supported a bid waiver, and he can't support this one either. He agreed the numbers do sound great, and he believes the Board of Education did a phenomenal job.

Councilman Edgar stated his understanding the Town Attorney still has questions about the contract.

Chairman Kaupin voiced his support of the bid waiver. He thanked Chris Drezek for coming forward with this idea. He noted this is new to this region of Connecticut. He pointed out it has been in practice in Southern Connecticut. He noted with fuel costs increasing everyday, the lock-in price for a 24-month period is \$2.87 a gallon. He noted if they were to renew with the current firm, it would be \$4.25 per gallon.

Councilman Ragno stated he will support this because it's a real savings for the Town. He noted he respects the decision of those who are adamant about not supporting bid waivers. He went on to state if they ever voted for one, they've already set precedent, and if they haven't he applauds them, but they should be consistent in whatever issues come their way.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #9898** adopted 9-2-0, with Councilmen Edgar and Nelson voting against the resolution.

### **SPECIAL GUEST**

Registrar of Voters, David Wawer, came forward to provide a presentation on a new on-line registration to vote process.

Mr. Wawer stated he and Carol Censki have been looking at a way to deliver services at a reduced or no cost increase to the citizens of Enfield. He stated they talked about improving their ability to deliver services on the website. He noted the voters registration forms are now on the Town's website. He stated this means no one has to come to Town Hall to accomplish this. He noted they will be encouraging history and civics teachers to download these forms so their students can register to vote. He stated for those people who don't have computers, they can access these forms at the library or senior center.

Councilman Kiner questioned if they will instruct the public about accessing these forms on the Town's website, and Mr. Wawer stated they will be putting out a news release and getting the word out that this system exists.

Mr. Vindigni suggested this information be placed on the Town's access channel.

### **PUBLIC COMMUNICATIONS**

Mrs. Collins, The Hazardville Section

Stated she does not blame messy dogs, but rather their owners. She questioned whether the Board of Health will get involved with the dog park. She noted if a dog is on chemotherapy, their waste is radioactive.

Joseph Saroce, Briarwood Drive

Stated he likes what he sees in this Town Council as concerns their openness and the public information meetings.

Margaret Jedziniak, 232 Abbe Road

Referred to the Scitico Road situation and noted it's not just that people want to beat the traffic light, but it's the way people drive that creates the problem. She pointed out cars speed through this area. She cautioned the Council to be careful about who they talk to in the area of Scitico Road since some people cause trouble.

Ms. Jedziniak referred to Broad Brook and Taylor Roads and noted right on red is not good because there's too much traffic and cars back up at two traffic lights in this area. She cautioned the Town to be careful what they do in this area.

**COUNCILMEN COMMUNICATIONS**

Councilman Nelson asked all Council members show respect for other Council members. He pointed out each Councilman has a right to vote the way they see fit and the way they feel is best for the community. He stated he is tired of the little comments getting tossed around, and he feels it isn't right and everyone should show each other respect. He pointed out he will vote in favor or against bid waivers whenever he sees fit. He requested the Mayor intervene if this happens again since they are not suppose to have personal attacks. He noted he took this as a personal attack.

Councilman Ragno stated no one is personally attacking anyone. He noted he only said "be consistent". He stated he did say he respected a person's difference philosophically, however, if a line is going to be drawn in the sand, they should be consistent on issues.

**ADJOURNMENT**

**MOTION #9899** by Councilman Mangini, seconded by Councilman Ragno to adjourn.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #9899** adopted 11-0-0, and the meeting stood adjourned at 9:50 p.m.

Respectfully submitted,

Jeannette Lamontagne  
Secretary to the Council

Suzanne F. Olechnicki  
Town Clerk  
Clerk of the Council

Appended to minutes of June 2, 2008  
Regular Town Council Meeting  
See Page 13

**ENFIELD TOWN COUNCIL**  
**REQUEST FOR TRANSFER OF FUNDS**

<b><u>TO:</u></b> Account{s} or Fund		<b><u>FROM:</u></b> Account{s} or Fund	
1830-0335 Land & Building Services	\$2,500.00	8030-0840 Contingency	\$2,500.00
<b>TOTAL</b>	<b>\$2,500.00</b>	<b>TOTAL</b>	<b>\$2,500.00</b>

<b>APPROVED BY:</b>	<b>Town Manager</b>	<b>Date:</b>
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**RESOLUTION NO.**

**RESOLVED**, that in accordance with Chapter VI, Section 8(f) of the Town Charter,  
the above transfer is hereby made.

**TO:** 1830-0335 Land & Building Services \$2,500.00

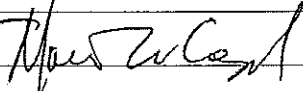
**FROM:** 8030-0840 Contingency \$2,500.00

**CERTIFICATION:** I hereby certify that the above-stated funds are available as of  
May 15, 2008.

**A. Lynn Nenni, Director of Finance**

**ENFIELD TOWN COUNCIL**  
**REQUEST FOR TRANSFER OF FUNDS**

<u>TO:</u> Account(s) or Fund		<u>FROM:</u> Account(s) or Fund	
6500-0322	30.00	6500-0890	30.00
<b>TOTAL</b>	<b>30.00</b>	<b>TOTAL</b>	<b>30.00</b>

APPROVED BY: 	Town Manager	Date: 5/20/08
--	--------------	---------------

**RESOLUTION NO.**

**RESOLVED**, that in accordance with Chapter VI, Section 8(f) of the Town Charter, the above transfer is hereby made.

**CERTIFICATION:** I hereby certify that the above-stated funds are available as of May 22, 2008.

  
A. Lynn Nenni, Director of Finance

Appended to minutes of June 2, 2008  
Regular Town Council Meeting  
See Page 13



Appended to minutes of June 2, 2008  
Regular Town Council Meeting  
See Page 13

**ENFIELD TOWN COUNCIL**  
**RESOLUTION NO.**

**RESOLVED**, that in accordance with Chapter VI, Section 8(f) of the Town Charter,  
the following transfer is hereby made:

**TO:**           Account 1700-140     \$160.00

**FROM:**       Account 1700-332       \$160.00

**CERTIFICATION**

I hereby certify the amount of \$160.0 is available from Account #1700-332  
as of 5-22-08.

**Lynn Nenni, Director of Finance**

Appended to minutes of June 2, 2008  
Regular Town Council Meeting  
See Page 13

**ENFIELD TOWN COUNCIL**  
**RESOLUTION NO.**

**RESOLVED**, that in accordance with Chapter VI, Section 8(f) of the Town Charter,  
the following transfer is hereby made:

**TO:**           Account 1700-540   \$3,000.00

**FROM:**       Account 1700-332   \$3,000.00

**CERTIFICATION**

I hereby certify the amount of \$3,000.00 is available from Account # 1700-  
332 as of 5-22-08

**Lynn Nenni, Director of Finance**

Appended to minutes of June 2, 2008  
Regular Town Council Meeting  
See Page 18

#### Section 14-32 Fee Schedule

Fees for permits issued by the division of building inspection shall be:

##### FEE SCHEDULE

- |  |          |
|--|----------|
| (a) New construction and alterations per \$1000.00 or fraction thereof | \$15.00  |
| (b) Demolition per \$1000.00 or fraction thereof                       | \$15.00  |
| (c) Moving a building per \$1000.00 or fraction thereof                | \$15.00  |
| (d) Mechanical permits per \$1000.00 or fraction thereof               | \$15.00  |
| (e) Minimum fee for any permit   | \$30.00  |
| (f) Residential sewer construction                                     | \$50.00  |
| (g) Commercial sewer construction                                      | \$200.00 |
| (h) Removing a stop work order   | \$100.00 |
- (i) Except for emergencies, fees shall be doubled for work started before permit issuance.
- (j) When a permit is issued, any fees paid are non-refundable.
- (k) Permits for work on a Town of Enfield owned structure are exempt from the fees in this schedule.
- (l) The value of the work being done includes labor and materials at fair market rates. The value of new construction shall be determined by using approved, established construction costing data such as the International Code Council Building Valuation Data or the Marshall & Swift Residential Cost Handbook.

Appended to minutes of June 2, 2008  
 Regular Town Council Meeting  
 See Page 18

# **Sec. 66-97 Zoning permit fee schedule**

In order to help offset the costs of Zoning Review and inspections by the Zoning Enforcement Official or other duly authorized Planning staff the following schedule of fees for a zoning permit to be paid at the time of application to the Planning and Community Development Office is hereby adopted pursuant to the provisions of Section 8-1c of the Connecticut General Statutes: (These fees are in addition to any other fees that may be required for Enfield Planning and Zoning Commission actions.)

<b>Residential Permits</b>	
New Single-Family Houses	\$0.00
New Two Family Houses	\$100.00
New Multi-Family Dwellings	\$150.00
Conversions	\$100.00
Additions	\$ 50.00
Accessory Structures ≤100 sq. ft.	\$ 20.00
Accessory Structures > 100 sq. ft.	\$ 40.00
Home Occupation Registration	\$ 5.00
<b>Commercial Permits</b>	
New Building	\$100.00 + .0025 per sq. ft.
Building Addition	\$ 75.00 + .0025 per sq. ft.
Accessory Structures	\$ 70.00 + .0025 per sq. ft.
Signs	\$ 20.00 + \$1.00 per sq. ft.
Temporary Signs	\$ 35.00
Site Work without a building permit	\$ 50.00
Excavation & Fill	\$ 10.00 per 1,000 cubic yards
Open Lot Sales - short term	\$ 50.00
Open Lot Sales - long term	\$100.00
Sidewalk Sales Events	\$ 35.00
<b>Enforcement fee: All fees above are doubled if work begins prior to the issuance of a permit</b>	
NOTE: All applications shall require an additional non-refundable surcharge required by the State of Connecticut in an amount pursuant to Section 22a-27j of the Connecticut General Statutes as may be amended from time to time. (Currently \$30.00)	

# **Town Manager Report**

# ROAD2005

DATE PREPARED:

6/12/2008

SECTION NO.	STREETS	Construction Cost	Bid Advertise	Bid Opening	Status	Length	Width Avg.	Sq. Ft.	Cost/Sq. Ft.
2A	Arrow St Beech Rd Dune Rd	\$1,700,000 Low bid \$1,217,000	3/20/07	4/12/07	Complete	6,079	30	182,370 Low Bid	\$9.32/sf \$6.67/sf
2B	Alaimo Dr Barrett Rd Boyle Dr Duprey Dr Locke Dr	\$2,000,000 Low bid \$1,590,000	3/20/07	4/17/07	Under Const.	7,618	30	228,540 Low Bid	\$8.75/sf \$6.96/sf
5B	Hillcrest Rd Holiday La James St Longview Rd Starr La Stony Brook Rd	\$1,600,000 Low Bid \$1,325,000	3/20/07	4/18/07	Complete	7,259	26	188,734 Low Bid	\$8.47/sf \$7.02/sf
5C	Highview Terr Heron Rd Manor Ct Westerly Dr Woodlawn St	\$1,070,000 Low Bid \$993,000	3/20/07	4/25/07	Complete	5,130	30	153,900 Low Bid	\$6.95/sf \$6.45/sf
5A	Bailey Rd Leary Rd Scitico St	\$1,450,000 Low Bid \$ 1,299,000	4/4/07	5/10/07	Under Const.	5,937	22	130,614 Low Bid	\$11.10/sf \$9.95/sf

Storm Drainage Easements acquired.  
Scitico Street Closure is to be addressed

SECTION NO.	STREETS	Construction Cost	Bid Advertise	Bid Opening	Status	Length	Width Avg.	Sq. Ft.	Cost/Sq. Ft.
6A	Buchanan Rd (Abbe-Tyler) Cleveland St Filmore La Harding Cir Polk Dr	\$1,700,000 Low Bid \$1,276,000	4/24/07	5/17/07	Under Const.	5,034	30	151,020 Low Bid	\$10.53/sf \$8.44/sf
6B	Buchanan Rd(Tyler-Mon.) Monroe Rd Tyler Rd	\$1,750,000 Low Bid \$1,359,000	4/24/07	5/24/07	Under Const.	5,897	30	176,910 Low Bid	\$9.89/sf \$7.68/sf
6C	Coolidge Dr-Sidewalk Hoover La Kennedy Dr Sidewalk Long Hollow Rd Van Buren Rd	\$1,550,000	N/A	N/A	Under Const.	4,890	30	147,700	\$10.49/sf
1B	Pearl St	\$660,000	T.B.D.	T.B.D.	T.B.D.	2,200	32	70,400	\$9.37/sf
1C	D'Annunzio Ave Enfield Ave	\$450,000 Low Bid \$474,000	7/3/07	7/17/07	Complete	1,875	26	48,750 Low Bid	\$9.23/sf \$9.72/sf
4	Weymouth Road	\$650,000	In House Design/On Call Const.		Complete	4,100	26	106,600	\$6.10/sf
1A	Cook Avenue Nonotuck Street Massasoit Avenue	\$220,000	In House Design/On Call Const.		Complete	1157	25	28,304	\$7.77/sf

# ROAD2005

SECTION NO.	STREETS	Status
2A	Arrow St Beech Rd Dune Rd	All roads have been completed and the punch list items have been addressed. 5% Retainage funds being held
2B	Alaimo Dr Barrett Rd Boyle Dr Duprey Dr Locke Dr Arrow St	Locke, Duprey and Alaimo Arrow have been completed. 50% of Barrett is complete and 50% has binder down. Boyle is scheduled to be paved 6/18/08. Arrow drive aprons. Storm drainage needs to be completed at 14 Duprey Drive. Sidewalk along South Road still need sto be completed.
5B	Hillcrest Rd Holiday La James St Longview Rd Starr La Stony Brook Rd	All roads have been completed and the punch list items have been addressed. 5% Retainage funds being held
5C	Highview Terr Heron Rd Manor Ct Westerly Dr Woodlawn St	All roads have been completed and the punch list items have been addressed. 5% Retainage funds being held
5A	Bailey Rd Leary Rd Scifco St	Leary and Scifco are complete. Bailey is being boxed out now.



# ROAD2005

SECTION NO.	STREETS	Status
6A	Buchanan Rd (Abbe-Tyler) Cleveland St Filmore La Harding Cir Polk Dr	All roads have been completed. Buchanan sidewalk is being worked on now.
6B	Buchanan Rd(Tyler-Mon.) Monroe Rd Tyler Rd	Buchanan and Tyler have been completed Monroe binder is scheduled for next week.
6C	Coolidge Dr-Sidewalk Hoover La Kennedy Dr Sidewalk Long Hollow Rd Van Buren Rd	50% of sidewalk on Kennedy has been completed. Coolidge sidewalk not started yet. Hoover and Van Buren have been staked out. Long Hollow easements being acquired by the Town Attorneys office.
1B	Pearl St	Specs are being reviewed by the Town Attorneys office.
1C	D'Annunzio Ave Enfield Ave	All roads have been completed and the punch list items have been addressed. 5% Retainage funds being held
4	Weymouth Road	Fire Station driveway prices have been received. Ayotte Const. will be given the go ahead. Hinkley to fix sink hole near #151
1A	Cook Avenue Nonotuck Street Massasoit Avenue	All roads have been completed Used on-call contractor, no retainage held
1E	Charles St Westford Ave	On-call contractor being lined up to complete these roads in 2008
13	West View Dr	General Paving is planning to complete this road after Section 2B

# ROAD2005

SECTION NO.	SUBJECT TO CHANGE STREETS	Status
4A	Weymouth Rd Bess Rd Judy Dr Roberts Rd Parkey Dr Nelson Dr	Hesketh Associates to start the design this summer for 2009 construction.
2C	Chief St Welch Dr Adams Rd Queen St Dale Rd	Purcell Associates to start the design this summer for 2009 construction.
1D	Alden Av Windsor St Jim St Hartford Ave Bigelow Ave White St Union St Union St Ext Lafayette St	Maguire to start the design this summer for 2009 construction.

# ***Public Works Administration***

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## **M E M O R A N D U M**

**To:** Danny O'Connell, Chairman Athletic Fields Building Committee

**From:** Geoff McAlmond, Deputy Director-DPW

**Date:** June 13, 2008

**Subject:** Enfield High School Fields Project – Weekly Report

Atlantic Lining Company (ALCO) continues to move the Enfield High School Athletic Fields project forward.

Through Friday, June 13, 2008 the following items have been completed this week:

Placement of screened top soil with added organics, on turf fields completed.

Paving Contractor completed paving the pathway around the track.

Ball field #4 infield excavations and installation of under drainage system completed.

Grading and preparation of field walkways in progress.

Mainline irrigation system piping in progress.

Ball fields backstop installations in progress.

Issues encountered:

Attached is a copy of our consultant's response to the subcontractors request to delay seeding the ball fields until August 20, 2008.

Contractor work items expected to be in progress week of June 16 thru June 21, 2008:

Mainline irrigation system installation expected to be completed. Irrigation pump pad and piping scheduled to be installed.

Installation of water line extension from Pearl Street into Enfield High School's lower driveway rescheduled for Wednesday.

Installation of irrigation system connection, to Public Water Supply scheduled in coordination with extension of water line.

Field walkways and ball field warning tracks expected to be completed.

Non-irrigated turf areas scheduled to be seeded.

Shaping of the infield of Ball Field #4 expected to be completed.

Fencing fabric to be installed on the pre-installed posts around track.

Installation of Backstops expected to be completed.

Ball Fields infield mix to be installed in all the ball fields in accordance with the plans.

**CC:** Athletic Field Building Committee Members

M. Coppler Town Manager, P. Hawkes Director-DPW

**old business**

**ENFIELD TOWN COUNCIL  
RESOLUTION NO. \_\_\_\_\_**

**Resolution Rescinding Resolutions 3342, 4770, 4768, 4772, 8263,  
8264, 8265, and 8266**

**WHEREAS**, the Town Council of the Town of Enfield wishes to protect the interests of those of those individual and institutions which pay their share of property tax in full on time by pursuing accounts that are delinquent; and

**WHEREAS**, the Town Council of the Town of Enfield wishes to provide the flexibility to the Collector of Revenue afforded by the State Statutes related to the collection of delinquent taxes; and

**WHEREAS**, the Council of the Town of Enfield believes this action is in the best interest of the Town of Enfield.

**NOW THEREFORE, BE IT RESOLVED**, that the Enfield Town Council does hereby rescind the following Resolutions that were duly adopted by past Councils:

Resolution # 3342  
Resolution # 4768  
Resolution # 4770  
Resolution # 4772  
Resolution # 8263  
Resolution # 8264  
Resolution # 8265  
Resolution # 8266

Date Prepared: June 13, 2008  
Prepared by: Town Manager's Office

ENFIELD TOWN COUNCIL  
RESOLUTION NO. 3342

WHEREAS, the Town Council of the Town of Enfield wishes to protect the interests of those individuals and institutions which pay their share of property tax in full on time by pursuing accounts that are significantly in arrears, and,

WHEREAS, the Town Council of the Town of Enfield wishes to establish a policy to enable town staff to address these inequities and,

NOW THEREFORE BE IT RESOLVED that the Town Council of the Town of Enfield hereby authorizes town staff, in consultation with the Town Attorney, to move forward on foreclosures when:

- A. The building is non-owner occupied, not for residential use, property that has outstanding real estate taxes, interest and lien fees in excess of three (3) grand list years and no attempt has been made to pay, excluding those taxpayers that have existing payment plan arrangements with the Tax Collector and are current, and,
- B. Once the notice of Intent to Foreclose has been sent, the property owner may initiate a payment plan with the Town. The first payment will equal 50% of the outstanding taxes, interest and lien fees and will be due and payable within six (6) months of the date of the final notice. The second payment will be 50% of the remaining balance of outstanding taxes interest and lien fees and will be due within one (1) year of the first payment. The third payment will be 100% of the remaining balance of the outstanding taxes, interest and lien fees and will be due within two (2) years of the initial payment. If the taxpayer does not follow the payment procedure as outlined above, foreclosure procedures will commence immediately in accordance with procedures outlined in Section 12-181 of the Connecticut General Statutes.

Date Prepared: July 25, 2000

Date Revised: February 1, 2006

ENFIELD TOWN COUNCIL  
RESOLUTION NO. 4768

WHEREAS, the Town Council of the Town of Enfield wishes to protect the interests of those individuals and institutions which pay their share of property tax in full on time by pursuing accounts that are significantly in arrears, and,

WHEREAS, the Town Council of the Town of Enfield wishes to establish a policy to enable town staff to address these inequities and,

WHEREAS, it is the desire of the Town Council to ensure all delinquent taxpayers are aware of the options available to them, such as but not limited to, refinancing, reverse mortgages, personal loans and ultimately the sale of the property,

NOW THEREFORE BE IT RESOLVED that the Town Council of the Town of Enfield hereby authorizes town staff, in consultation with the Town Attorney, to move forward on foreclosure procedures when:

- A. The property is owner occupied residential property that has outstanding real estate taxes, interest and lien fees in excess of three (3) grand list years and no attempt has been made to pay, excluding those taxpayers that have existing payment plan arrangements with the Tax Collector and are current, and
- B. The Tax Collector will send a notice to those property owners who fall into this category outlining the procedures that will be followed after a six (6) month period from the date of the notice, and,
- C. Once the notice of intent to foreclose on the property has been sent, the property owner may initiate a payment plan with the Town of Enfield. The first payment will equal 50% of the outstanding taxes, interest and lien fees and will be due and payable within six (6) months of the date of the final notice. The second payment will be 50% of the remaining balance of outstanding taxes interest and lien fees and will be due within one (1) year of the first payment. The third payment will be 100% of the remaining balance of the outstanding taxes, interest and lien fees and will be due within two (2) years of the initial payment. If the property owner does not follow the payment procedure as outlined above, foreclosure procedures will commence immediately, in accordance with the procedures outlined in section 12-157, 12-19h or 12-181 of the Connecticut General Statutes.

Date Revised: February 1, 2006



ENFIELD TOWN COUNCIL  
RESOLUTION NO. 4770

WHEREAS, the Town Council of the Town of Enfield wishes to protect the interests of those individuals and institutions which pay their share of property tax in full on time by pursuing accounts that are significantly in arrears, and,

WHEREAS, the Town Council of the Town of Enfield wishes to establish a policy to enable town staff to address these inequities and,

WHEREAS, it is the desire of the Town Council to ensure all delinquent taxpayers are aware of the options available to them, such as but not limited to, refinancing, reverse mortgages, personal loans and ultimately the sale of the property,

NOW THEREFORE BE IT RESOLVED that the Town Council of the Town of Enfield hereby authorizes town staff, in consultation with the Town Attorney, to move forward on tax sales, tax lien sales or foreclosures when:

- A. The property is vacant land and, real estate taxes are outstanding in excess of three (3) grand list years and no attempt has been made to pay taxes, excluding those taxpayers that have existing payment plan arrangements with the Tax Collector and have been current in excess of one year,
- B. Once the notice of intent to foreclose has been sent, the property owner may initiate a payment plan with the Town. The first payment will be equal to 50% of the outstanding taxes, interest and lien fees and will be due and payable within six (6) months of the date of the final notice. The second payment will be 50% of the remaining balance of outstanding taxes, interest, and lien fees and will be due within one (1) year of the first payment. The third payment will be 100% of the remaining balance of the outstanding taxes, interest and lien fees and will be due within (2) years of the initial payment. If the taxpayer does not follow the payment procedure as outlined above, a tax sale, as tax lien sale or foreclosure procedures will commence immediately in accordance with procedures outlines in Section 12-157, 12-195h or 12-181 of the Connecticut General Statutes.

Date Prepared: July 25, 2000

Date Revised: February 1, 2006

ENFIELD TOWN COUNCIL  
RESOLUTION NO. 4772

WHEREAS, the Town Council of the Town of Enfield wishes to protect the interests of those individuals and institutions which pay their share of property tax in full on time by pursuing accounts that are significantly in arrears, and,

WHEREAS, the Town Council of the Town of Enfield wishes to establish a policy to enable town staff to address these inequities and,

WHEREAS, it is the desire of the Town Council to ensure all delinquent taxpayers are aware of the options available to them, such as but not limited to, refinancing, reverse mortgages, personal loans and ultimately the sale of the property,

NOW THEREFORE BE IT RESOLVED that the Town Council of the Town of Enfield hereby authorizes town staff, in consultation with the Town Attorney, to move forward on tax sales, tax lien sales or foreclosure when:

- A. The property is non-owner occupied residential property including but not limited to multi-family housing, that may be vacant from time to time, has outstanding real estate taxes, interest and lien fees in excess of three (3) grand list years and no attempt has been made to pay, excluding those taxpayers that have existing payment plan arrangements with the Tax Collector and are current, and
- B. Once the notice of intent to sell the property through a tax sale has been sent, the property owner may initiate a payment plan with the Town of Enfield. The first payment will equal 50% of the outstanding taxes, interest and lien fees and will be due and payable within six (6) months of the date of the final notice. The second payment will be the balance due based on the original calculation, plus additional interest and lien fees applicable, and will be due within one (1) year of the first payment. If the property owner does not follow the payment procedure as outlined above, tax sale, tax lien sales or foreclosure procedures will commence immediately, in accordance with the procedures outlined in section 12-157, 12-195h or 12-181 of the Connecticut General Statutes.

Date Prepared: July 19, 2000

Date Revised: February 1, 2006

**new business**



7A 5/22/08

## TOWN OF ENFIELD

June 2, 2008

Honorable Member  
Enfield Town Council  
Enfield, Connecticut

**Subject: Ratification of CSEA Supervisory Union**

Councilors:

**Background:**

On May 14, 2008 CSEA Supervisory Unit Local 760 ratified a four year contract with the Town. The Supervisory Unit represents Town employees in supervisory positions. The contract calls for changes in wages, employees health insurance premium contribution, a restriction on disability income protection, and eligibility for supplemental insurance upon attaining age 65. The increases in the employee's premium share for health insurance shall increase from 10% to 12.5% on July 1, 2008. The Council was briefed on the terms of the new agreement in executive session on May 1, 2008.

**Budget Impact:**

The contract calls for wage increases of 4% on January 1, 2009, 3% July 1, 2009, 2 % July 1, 2010 and 2 1/2% July 1, 2011. Additionally, employees who are not at the maximum step will be eligible for a merit step increase on the last day of the contract, June 30, 2012.

**Recommendation:**

This office recommends that this resolution be approved

Respectfully Submitted,

William E. Mahoney, Director  
Human Resources

**Attachments:**

1. Resolution.

**ENFIELD TOWN COUNCIL**

JUNE 2, 2008

RESOLUTION NO. \_\_\_\_\_

Resolution Regarding a Four-Year Collective Bargaining Agreement  
Local 760 Supervisory Unit

RESOLVED, that the Enfield Town Council does hereby approve the four (4) year collective bargaining agreement between the Town of Enfield and the Connecticut State Employee's Union Local 760 Supervisory Unit dated July 1, 2008 through June 30, 2012.

Prepared by W. Mahoney, Human Resources  
May 22, 2008



## TOWN OF ENFIELD

May 27, 2008

Honorable Member  
Enfield Town Council  
Enfield, Connecticut

**Subject: Acceptance of Yale Court extension**

Councilors:

**Background:**

On January 12, 2006 the Planning and Zoning Commission approved PH#2536— Re-Subdivision of a 6.2 acre parcel into two residential lots on property located at the end of Yale Court.

As a condition of approval the developer was required to construct an extension to the existing Yale Court to be built to the Town's specifications for acceptance upon completion of the project.

The subdivision has been completed and the developer is asking the Town to accept the extension. The Public Works director has signed off the required checklist and the Town Attorney has reviewed the deeds and found them acceptable as to form.

**Budget Impact:**

The only budget impact would be for the cost of snow plowing and long-term care and maintenance of the roadway and associated drainage system. This would be coming out of the DPW operating budget. The Town has been plowing and maintaining Yale Court.

**Recommendation:**

It is recommended that the Town accept the road extension.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "José Giner", is written over a horizontal line.

José Giner, AICP  
Director of Planning

**Attachments:**

1. Resolution.
2. Town Attorney's Communication
3. Engineering Communication
4. Public Works Director Checklist

**ENFIELD TOWN COUNCIL**  
**RESOLUTION #\_\_\_\_\_**

**Resolution Regarding the Acceptance of Yale Court Extension**

- WHEREAS, on January 12, 2006, the Planning and Zoning Commission of the Town of Enfield did approve PH#2536– Re-Subdivision of a 6.2 acre parcel into two residential lots on property located at the end of Yale Court, zoned R-33, Map 18, Lot 281, Ridgewood Homes of Connecticut, LLC, Applicant/Owner; and
- WHEREAS, as a condition of approval Yale Court was required to be extended to the specifications for public roads and deeded to the Town for acceptance upon completion of the subdivision; and
- WHEREAS, the extension has been completed, the improvements inspected and the checklist for acceptance of public improvements for this project has been signed off by the Director of Public Works; and
- WHEREAS the developer has submitted a deed to the Town of Enfield; and
- WHEREAS the Town Attorney has reviewed the deed and has approved it as to form;
- NOW, THEREFORE, BE IT RESOLVED that the Enfield Town Council does hereby accept and will record the deed for the extension of Yale Court.

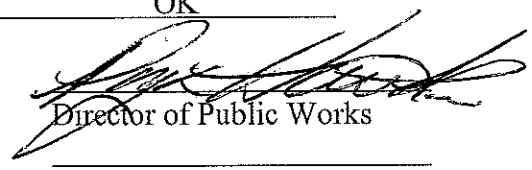
Prepared by Jose Giner, Planning Director  
May 29, 2008

**PUBLIC WORKS DEPARTMENT**  
**CHECKLIST REPORT FOR ACCEPTANCE OF STREETS**

NAME OF STREET 40' extension of Yale Court

- |                            |   |
|----------------------------|---|
| 1. Street Grading and Base | <u>OK</u>                                 |
| 2. Final Grading           | <u>OK</u>                                 |
| 3. Curbs and Gutters       | <u>OK</u>                                 |
| 4. Sidewalks               | <u>N/A</u>                                |
| 5. Street Signs            | <u>N/A</u>                                |
| 6. Monuments               | <u>OK</u>                                 |
| 7. Sanitary Sewers         | <u>Pre-existing</u>                       |
| 8. Storm Sewers            | <u>N/A</u>                                |
| 9. Fire Hydrant            | <u>OK</u>                                 |
| 10. Street Trees           | <u>OK</u>                                 |
| 11. Cul-de-sac             | <u>N/A</u>                                |
| 12. Grade of Road          | Minimum <u>5.0 %</u> Maximum <u>5.0 %</u> |
| 13. Open Spaces            | <u>N/A</u>                                |
| 14. Final Profile          | <u>N/A</u>                                |
| 15. Final Plan             | <u>OK</u>                                 |
| 16. Deed for Street        | <u>OK</u>                                 |

Recommend Acceptance Date: 3/13/08

  
Director of Public Works

Referred to Planning & Zoning Date: \_\_\_\_\_

Town Clerk

Approved by Planning & Zoning Date: \_\_\_\_\_

Town Planner

Final Acceptance by Council Date: \_\_\_\_\_


Resolution Number \_\_\_\_\_





## OFFICE OF THE TOWN ATTORNEY

TO: José Giner  
Director of Planning and Community Development

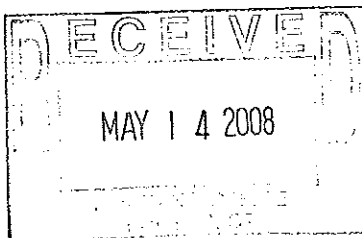
FROM: Kevin M. Deneen   
Town Attorney

DATE: May 13, 2008

SUBJECT: Ridgewood Homes of Connecticut, LLC  
Warranty Deed

The Warranty Deed, dated November 16, 2006 from Ridgewood Homes of Connecticut, LLC to the Town of Enfield has been reviewed and is approved as to form.

The accuracy of the legal description has not been reviewed and is subject to the approval of the Town Engineer.





# TOWN OF ENFIELD

May 28, 2008

Honorable Member  
Enfield Town Council  
Enfield, Connecticut

**Subject: Funds Transfer Town Hall Exterior**  
Councilors:

**Background:**

The parking lot at the Town Hall was repaved by Hinckley Construction last fall (2007) as part of the overall renovations to the Town Hall exterior. A purchase order was prepared for Hinckley Construction; however the funds were not sufficient to cover the necessary work.

**Budget Impact:**

The transfer resolution requests the reallocation of \$24,000.00 from the Old Town Hall capitol improvement project (CIP) to the Town Hall Exterior CIP account. Presently all work required by out side services in support of the Old Town Hall renovation are complete to date. The additional funds are required in the Town Hall Exterior CIP account to pay for the reconstruction of the parking lot.

**Recommendation:**

It is recommended the Town Council adopt the proposed transfer resolution to pay for the reconstruction of the parking lot at the Town Hall.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Piya Hawkes", is written over the typed name and title.

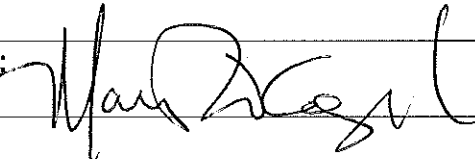
Piya Hawkes  
Director, Public Works

**Attachments:**

1. Resolution

**ENFIELD TOWN COUNCIL**  
**REQUEST FOR TRANSFER OF FUNDS**

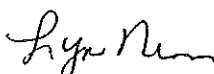
<u>TO:</u> Account{s} or Fund		<u>FROM:</u> Account{s} or Fund	
3400-8126 Town Hall Exterior	\$24,000.00	3400-8111 Old Town Hall	\$24,000.00
<b>TOTAL</b>	<b>\$24,000.00</b>	<b>TOTAL</b>	<b>\$24,000.00</b>

<b>APPROVED BY:</b>		Town Manager	Date: 5/30/08
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**RESOLUTION NO.**

**RESOLVED**, that in accordance with Chapter VI, Section 8(f) of the Town Charter, the above transfer is hereby made.

**CERTIFICATION:** I hereby certify that the above-stated funds are available as of May 28, 2008

 5/30/2008  
A. Lynn Nenni, Director of Finance



## TOWN OF ENFIELD

June 12, 2008

Honorable Member  
Enfield Town Council  
Enfield, Connecticut

**Subject: Request for Transfer- CIP \$200,000**

Councilors:

**Background:**

As part of the 2008-09 Budget, Town Council decided to eliminate funding to the Post Office Road/Town Farm Road Reconstruction Project and transfer \$200,000 into three different projects: Various Sidewalks, Higgins, and Heating Systems Update-Schools. We were able to do this because of the elimination of the reconstruction of the Raffia Road/Post Office Road/Simon Road intersection, reducing the overall project costs by \$1,000,000.

**Budget Impact:**

This action will not have a net impact on the 2008-09 budget since the money has already been appropriated, just in a different account.

**Recommendation:**

It is recommended by the Town Manager that Town Council transfers the recommended money to the aforementioned accounts.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Matthew W. Coppler", is written over a horizontal line.

Matthew W. Coppler  
Town Manager

**Attachments:**

1. Resolution Requesting Transfer of Funds

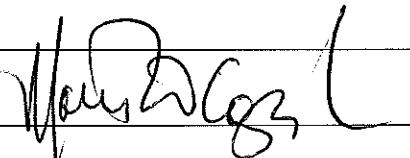
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Office of the Town Manager  
820 Enfield Street  
Enfield, Connecticut 06082

Telephone (860) 253-6350  
Fax (860) 253-6310  
[www.enfield-ct.gov](http://www.enfield-ct.gov)

**ENFIELD TOWN COUNCIL**  
**REQUEST FOR TRANSFER OF FUNDS**

<b><u>TO:</u></b> Account{s} or Fund		<b><u>FROM:</u></b> Account{s} or Fund	
Various Sidewalks #310-01-2009-3100-8823-0450	\$50,000.00	Post Office/Town Farm Road Reconstruction #310-01-2007-3200-8508-0450	\$200,000.00
Heating System Update – Schools 310-01-2001-8704-0450	\$50,000.00		
Annex Refurbish #310-01-2009-3400-8138-0450	\$100,000.00		
<b>TOTAL</b>	<b>\$200,000.00</b>	<b>TOTAL</b>	<b>\$200,000.00</b>

<b>APPROVED BY:</b> 	<b>Town Manager</b>	<b>Date: 6/12/02</b>
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**RESOLUTION NO.**

**RESOLVED**, that in accordance with Chapter VI, Section 8(f) of the Town Charter, the above transfer is hereby made.

To:	Various Sidewalks 310-01-2009-3100-8823-0450	\$50,000
	Heating System Update 310-01-2001-8704-0450	\$50,000
	Annex Refurbish 310-01-2009-3400-8138-0450	\$100,000
From:	Post Office/Town Farm Road Reconstruction 310-01-2007-3200-8508-0450	\$200,000

**CERTIFICATION:** I hereby certify that the above-stated funds are available as of June 12, 2008.

  
**A. Lynn Nenni, Director of Finance**

**ENFIELD TOWN COUNCIL  
RESOLUTION NO. \_\_\_\_\_**

**Resolution Regarding Cancellation of Regular Meetings in July and August of**

**RESOLVED**, that the Enfield Town Council does hereby cancel the Regular Meetings of the Council scheduled for July 21, 2008 and August 18, 2008.

Date Prepared: June 6, 2008  
Prepared by: Town Manager's Office

# **items for discussion**







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## TOWN OF ENFIELD

June 4, 2008

Honorable Member  
Enfield Town Council  
Enfield, Connecticut

**Subject: Request for Transfer of Funds from the Beautification Committee to the Clean Sweep Committee**

Councilors:

**Background:**

The Clean Sweep Committee is a subcommittee of the Beautification Committee. The Clean Sweep program was brought back after being inactive for the past few years. It was a successful event and the subcommittee would like to continue the program next year. The Beautification Committee would like to transfer some of their funds to help this program be successful in the future.


**Budget Impact:**

The Beautification Committee has funds available from this fiscal year.

**Recommendation:**

The Beautification Committee recommends these funds be transferred to the Clean Sweep Committee.

Respectfully Submitted,



Matthew W. Coppler  
Town Manager

**Attachments:**

1. Resolution Requesting Transfer of Funds

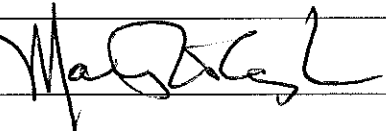
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**ENFIELD TOWN COUNCIL**  
**REQUEST FOR TRANSFER OF FUNDS**

<u>TO:</u> Account{s} or Fund		<u>FROM:</u> Account{s} or Fund	
234-01-0000-6600-17000-000-06	\$1,000	234-01-1950-18010	\$1,000
Clean Sweep		Transfer In	
<b>TOTAL</b>	<b>\$1,000</b>	<b>TOTAL</b>	<b>\$1,000</b>

<b>APPROVED BY:</b> 	<b>Town Manager</b>	<b>Date:</b> 6/13/08
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**RESOLUTION NO.**

**RESOLVED**, that in accordance with Chapter VI, Section 8(f) of the Town Charter, the above transfer is hereby made.

To:           234-01-0000-6600-17050-000-06           \$1,000  
              Clean Sweep

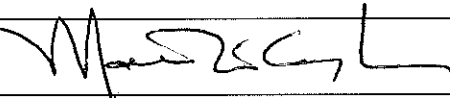
From:       234-01-1950-18010                       \$1,000  
              Transfer In

**CERTIFICATION:** I hereby certify that the above-stated funds are available as of June 4, 2008.

  
**A. Lynn Nenni, Director of Finance**

**ENFIELD TOWN COUNCIL**  
**REQUEST FOR TRANSFER OF FUNDS**

<b><u>TO:</u></b> Account{s} or Fund		<b><u>FROM:</u></b> Account{s} or Fund	
0100-01-0000-8030-930-00 Transfer Out	\$1,000	1955-890 Beautification	\$1,000
<b>TOTAL</b>	<b>\$1,000</b>	<b>TOTAL</b>	<b>\$1,000</b>

<b>APPROVED BY:</b>		Town Manager	Date: 06/13/08
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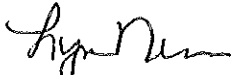
**RESOLUTION NO.**

**RESOLVED**, that in accordance with Chapter VI, Section 8(f) of the Town Charter, the above transfer is hereby made.

To:           0100-01-0000-8030-930-00           \$1,000  
              Transfer Out

From:       1955-890                               \$1,000  
              Beautification

**CERTIFICATION:** I hereby certify that the above-stated funds are available as of June 4, 2008.

  
**A. Lynn Nenni, Director of Finance**





# TOWN OF ENFIELD

June 9, 2008

Honorable Member  
Enfield Town Council  
Enfield, Connecticut

**Subject: Used Dial-a-Ride Vehicles Purchase Request**

Councilors:

**Background:**

The Town of Enfield has vehicle leases with the Greater Hartford Transit District for five Dial-a-Ride Buses. The Greater Hartford Transit District has been advised by the Federal Transit Administration that vehicles purchased (as ours have been) with Section 5307 funding and used for Dial-a-Ride services must be removed from the GHTD fleet. Therefore, the Greater Hartford Transit District is offering to sell the Town of Enfield at fair market value these buses. Dial-a-Ride currently uses three of these buses regularly and would like to purchase three buses for a total of \$5,600.

**Budget Impact:**

Funds are available in part-time salaries due to vacancies this fiscal year and there would be no impact in the Town of Enfield budget.

**Recommendation:**

That the Town Council support the transfer of funds from part-time salaries to vehicles in order to purchase leased vehicles from the Greater Hartford Transit District.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Pamela Brown", is written over a horizontal line.

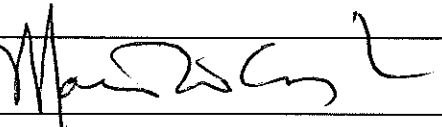
**Pamela Brown**  
**Director of Social Services**

**Attachments:**

1. Resolution/Transfer

**ENFIELD TOWN COUNCIL**  
**REQUEST FOR TRANSFER OF FUNDS**  
Dial-a-Ride

<u>TO:</u> Account{s} or Fund		<u>FROM:</u> Account{s} or Fund	
0220-01-0040-4120-00000-732 Vehicles	\$5,600	0220-01-0040-4120-00000-0120 Part-time Salaries	\$5,600
<b>TOTAL</b>	<b>\$5,600</b>	<b>TOTAL</b>	<b>\$5,600</b>

<b>APPROVED BY:</b>		Town Manager	Date: 06/13/08
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**RESOLUTION NO.**

**RESOLVED**, that in accordance with Chapter VI, Section 8(f) of the Town Charter, the above transfer is hereby made.

To: 0220-01-0040-4120-00000-732 Vehicles \$5,600

From: 0220-01-0040-4120-00000-0120 Part-time Salaries \$5,600

**CERTIFICATION:** I hereby certify that the above-stated funds are available as of June 9, 2008.

  
**A. Lynn Nenni, Director of Finance**



## TOWN OF ENFIELD

June 6, 2008

Honorable Members  
Enfield Town Council  
Enfield, Connecticut

**Subject: Neighborhood Services Transfer Request from Salaries for Furniture & Fixtures**

**Background:**

The Neighborhood Services Division would like to have \$5,500.00 transferred from the balance of Full-time Salaries to Furniture and Fixtures. Primarily, this appropriation would allow for the purchase of file cabinets used to store highly sensitive client data. Additionally, this appropriation would allow for the purchase of furniture. These purchases are necessitated by the relocation of Neighborhood Services and would allow for better use of the new office space and increased file security.

**Budget Impact:**

The allocation of \$5,500.00 originally from Neighborhood Services' Full-time Salaries to Furniture and Fixtures will have no impact on the Town of Enfield budget. This action by the Town Council will allow for the expenditure of funds that are available due to the position of *Neighborhood Services Coordinator* being vacant for approximately four months.

**Recommendation:**

That the Town of Enfield Town Council approves the request for a transfer from Neighborhood Services Full-time Salaries to Furniture and Fixtures.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Pamela Brown", is written over a horizontal line.

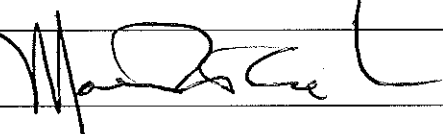
Pamela Brown  
Director of Social Services

**Attachments:**

1. Transfer/Resolution.

**ENFIELD TOWN COUNCIL**  
**REQUEST FOR TRANSFER OF FUNDS**

<u>TO:</u> Account{s} or Fund		<u>FROM:</u> Account{s} or Fund	
0220-01-0040-4600-00000-733	5,500.00	0220-01-0040-4500-00000-0110	5,500.00
Furniture Fixtures		Full-time Salaries	
<b>TOTAL</b>	5,500.00	<b>TOTAL</b>	5,500.00

APPROVED BY:		Town Manager	Date: 06/03/08
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**RESOLUTION NO.**

**RESOLVED**, that in accordance with Chapter VI, Section 8(f) of the Town Charter, the above transfer is hereby made.

To : 0220-01-0040-4600-0000-733 Furniture & Fixtures \$5,500

From : 0220-01-0040-4500-0000-110 Full time Salaries \$5,500

**CERTIFICATION:** I hereby certify that the above-stated funds are available as of 6/11/2008

  
A. Lynn Nenni, Director of Finance





# TOWN OF ENFIELD

June 11, 2008

Enfield Town Council  
Matthew W. Coppler, Town Manager

**Subject: PUBLIC ACCESS AED FOR TOWN HALL & DPW FACILITY**

**Background:**

For several years there were automatic external defibrillators (AED) available to the public at a number of locations, to include Town Hall and the DPW Facility at 40 Moody Road. However, in 2004-2005, these units were removed due to a manufacture's defect. The AEDs were not replaced as the company subsequently went bankrupt, and there were insufficient budget funds available to procure new units.

Enfield EMS and the Police Department recently received a Q-Alert from citizen inquiring as to when an AED would be installed at Town Hall. Both Departments forwarded the service request to this office soliciting assistance to resolve the problem as they do not have sufficient funds available to procure new AEDs.

After reviewing budget accounts, there presently exists a very modest balance in the FY 07-08 Celebrations & Special Events Account 7080 which will permit the purchase of two (2) new AEDs at \$1,600 per unit. At the recommendation of the EMS Director, these new AEDs would be installed in police cruisers to replace existing units. In turn, the older units would be placed at both Town Hall and the DPW Facility.

**Implementing Steps:**

Since we are presently in the closing weeks of the 2007-2008 fiscal year, the following must occur in very short order to successfully procure and install the 2 public access AEDs:

1. The Town Council must approve a budget transfer for \$3,200 at their June 16<sup>th</sup> Council meeting.
2. The EMS Director must prepare and obtain a purchase order from the appropriate vendor.
3. The Finance Department must approve this PO

All of these steps must occur prior to June 30<sup>th</sup> as that is the last day of the fiscal year.

**Budget Impact:**

There is no budget impact with this transfer as this is a one-time purchase, and the fiscal year is about to end.

**Recommendation:**

It is recommended that the Town Council approve the transfer at the June 16<sup>th</sup> Council meeting; and Staff subsequently complete the necessary steps.

Respectfully Submitted,

Daniel T. Vindigni  
Assistant Town Manager -- Director of Emergency Management

Cc: Christopher W. Bromson, Director of Public Safety  
Lynn Nenni, Director of Finance  
Carl Sferrazza, Chief of Police  
Anglo Timmerman, Deputy Chief of Police  
Art Groux, Director of Emergency Medical Services

**ENFIELD TOWN COUNCIL**

## REQUEST FOR TRANSFER OF FUNDS

<b><u>TO:</u></b> Account{s} or Fund		<b><u>FROM:</u></b> Account{s} or Fund	
2100-0739	\$3,200.00	7080-890	\$3,200.00
Police - Other Equipment		Celebrations & Special Events	
<b>TOTAL</b>	\$3,200.00	<b>TOTAL</b>	\$3,200.00

**APPROVED BY:**

## Town Manager

Date: \_\_\_\_\_

06/13/08

## RESOLUTION NO.

**RESOLVED**, that in accordance with Chapter VI, Section 8(f) of the Town Charter, the above transfer is hereby made.

TO: 0100-01-20-2100-0739  
Police – Other Equipment \$3,200

**FROM: 0100-01-0070-7080-00000-0890-00**  
**Celebrations & Special Events \$3,200**

**CERTIFICATION:** I hereby certify that the above-stated funds are available as of June 6, 2008.

  
A. Lynn Nenni, Director of Finance



## TOWN OF ENFIELD

June 10, 2008

Honorable Member  
Enfield Town Council  
Enfield, Connecticut

**Subject: Council Transfer Request**

Councilors:

**Background:**

The Town was in negotiations with Activenet during the budget process for FY 07/08, so Recreation was not able to budget for the Activenet fees. However, we were able to increase the program fees where needed to cover the cost of the service.

**Budget Impact:**

Funds from custodial services will be transferred to cover the remaining fees for Activenet for the rest of the FY 07/08.

**Recommendation:**

That the Enfield Town Council supports the transfer of funds to cover the cost of the Activenet fees for the remainder of the fiscal year.

Respectfully Submitted,

A handwritten signature in cursive script, reading "Mary M. Keller", is written over the printed name.

Mary M. Keller  
Recreation Supervisor

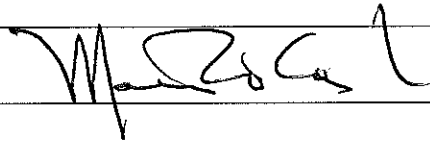
**Attachments:**

1. Resolution.

**ENFIELD TOWN COUNCIL**  
**REQUEST FOR TRANSFER OF FUNDS**

<u>TO:</u> Account{s} or Fund		<u>FROM:</u> Account{s} or Fund	
3600-0339	\$2,500.00	3600-0423	\$2,500.00
Professional Services		Custodial Services	
<b>TOTAL</b>	<b>\$2,500.00</b>	<b>TOTAL</b>	<b>\$2,500.00</b>

APPROVED BY:



Town Manager

Date:

6/13/08

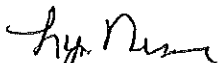
**RESOLUTION NO.**

**RESOLVED**, that in accordance with Chapter VI, Section 8(f) of the Town Charter, the above transfer is hereby made.

To: 3600-0339 Professional Services \$2,500.00

From: 3600-0423 Custodial Services \$2,500.00

**CERTIFICATION:** I hereby certify that the above-stated funds are available as of June 10, 2008.



A. Lynn Nenni, Director of Finance



## TOWN OF ENFIELD

June 6, 2008

Honorable Member  
Enfield Town Council  
Enfield, Connecticut

**Subject: Child Development Center Food and Copying Transfer**

Councilors:

**Background:**

An increase of \$4,963 is being requested in the Child Development Center Food account. \$1,963 is needed to cover the cost of the Little Caesar Pizza fundraiser. A total of approximately \$2,400 was raised and the cost for the pizza was \$1,963. The net amount raised for the Child Development Center through this fundraiser was approximately \$437. Additionally, \$3,000 is needed due to rising food costs, especially milk, which is 14% of the food budget. The Child Development Center serves more than 100,000 meals and snacks annually. A portion of these costs are reimbursed by the state Department of Education.

An increase of \$251 in the Copying and Reproduction is needed due to the increase in copies made which was necessary due to the documentation required for the NAEYC accreditation.

**Budget Impact:**

Funds are available in full time and part time salaries due to staffing vacancies, the fundraising and contribution account has the receipts from the fundraiser available to pay the additional costs and reductions in projected spending on Professional Development and Parent Activities are being made to cover these vital program expenditures.

**Recommendation:**

That the Enfield Town Council approve the transfer of funds from Salaries, Fundraising and Contributions, Professional Development and Parent Activities to Food and Copying and Reproduction at the Child Development Center.

Respectfully Submitted,

A handwritten signature in cursive script, reading "Pamela Brown", is written over a horizontal line.

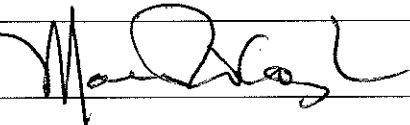
Pamela Brown  
Director of Social Services

**Attachments:**

1. Transfer/Resolution.

**ENFIELD TOWN COUNCIL**  
**REQUEST FOR TRANSFER OF FUNDS**

<u>TO:</u> Account{s} or Fund		<u>FROM:</u> Account{s} or Fund	
0220-01-0040-4320-00000-0630-00 (Food/Food Related)	\$4,963.00	0220-01-0040-4320-00000-0110-00 (Salaries Full Time)	\$3,463.00
0220-01-0040-4320-00000-0551-00 (Copying & Reproduction)	\$ 251.00	0220-01-0040-4320-00000-0120-00 (Salaries Part Time)	\$1,500.00
		0220-01-0040-4320-00000-0322-00 (Professional Development)	\$ 45.00
		0220-01-0040-4320-00000-0325-00 (Parent Activities)	\$ 206.00
<b>TOTAL</b>	<b>\$5,214.00</b>	<b>TOTAL</b>	<b>\$5,214.00</b>

APPROVED BY:		Town Manager	Date: 06/13/08
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**RESOLUTION NO.**

**RESOLVED**, that in accordance with Chapter VI, Section 8(f) of the Town Charter, the above transfer is hereby made.

To:	0220-01-0040-4320-00000-0630-00	Food/Food Related	\$4,963.00
	0220-01-0040-4320-00000-0551-00	Copying & Reproduction	\$ 251.00
From:	0220-01-0040-4320-00000-0110-00	Salaries Full Time	\$3,463.00
	0220-01-0040-4320-00000-0120-00	Salaries Part Time	\$1,500.00
	0220-01-0040-4320-00000-0322-00	Professional Development	\$ 45.00
	0220-01-0040-4320-00000-0325-00	Parent Activities	\$ 206.00

**CERTIFICATION:** I hereby certify that the above-stated funds are available as of June 6, 2008.

  
A. Lynn Nenni, Director of Finance



# TOWN OF ENFIELD

June 11, 2008

Honorable Member  
Enfield Town Council  
Enfield, Connecticut

**Subject:** Council Transfer – Finance Department – General Services Division

Councilors:

**Background:**

Additional funds are necessary due to the General Services Division's full time salaries account being temporarily charged for the salary of its part time Receptionist when she transferred to a full time position in the Police Department, Records Division.

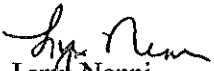
**Budget Impact:**

There will be no budget impact since the transfer will be from the available balance in the medical/dental insurance benefits account.

**Recommendation:**

The recommendation is that the transfer be approved.

Respectfully Submitted,

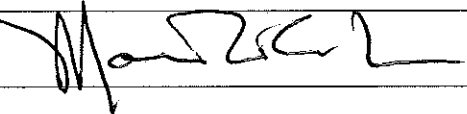
  
Lynn Nenni  
Director of Finance

**Attachments:**

1. Resolution.

**ENFIELD TOWN COUNCIL**  
**REQUEST FOR TRANSFER OF FUNDS**

<b>TO:</b> Account{s} or Fund		<b>FROM:</b> Account{s} or Fund	
1840 – 110 Full Time Salaries	\$3,000	1840 - 210 Medical/Dental Ins.	\$3,000
<b>TOTAL</b>	\$3,000	<b>TOTAL</b>	\$3,000

<b>APPROVED BY:</b> 	<b>Town Manager</b>	<b>Date:</b> 06/13/08
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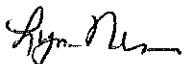
**RESOLUTION NO.**

**RESOLVED**, that in accordance with Chapter VI, Section 8(f) of the Town Charter, the above transfer is hereby made.

To: Full Time Salaries \$3,000

From: Medical/Dental Insurance \$3,000

**CERTIFICATION:** I hereby certify that the above-stated funds are available as of June 8, 2008.



**A. Lynn Nenni, Director of Finance**





## TOWN OF ENFIELD

June 10, 2008

Honorable Member  
Enfield Town Council  
Enfield, Connecticut

**Subject: Council transfer – Finance Dept – Treasury Division**

Councilors:

**Background:**

Additional funds are necessary due to non-union salary increases and the stipend charged this division granted the person who assumed the Interim Finance Director's position.

**Budget Impact:**

There is no budget impact as the transfer will be from available balances in the professional development account as there has been no time to attend trainings and in the medical/dental insurance benefits due to changes in personnel in this division.

**Recommendation:**

The recommendation is that the transfer be approved.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Lynn Nenni", is written over the printed name.

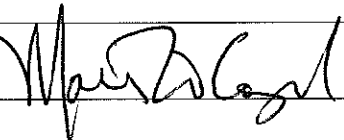
Lynn Nenni  
Finance Director

**Attachments:**

1. Resolution.
2. [Other supporting information]

**ENFIELD TOWN COUNCIL**  
**REQUEST FOR TRANSFER OF FUNDS**

<u>TO:</u> Account{s} or Fund		<u>FROM:</u> Account{s} or Fund	
1810-110 Full Time Salary	\$ 6,000	1810-210 Medical/Dental Ins	\$ 6,600
1810-220 FICA	\$ 1,200	1810-322 Professional Dev	\$ 900
1810-221 Medicare	\$ 300		
<b>TOTAL</b>	<b>\$ 7,500</b>	<b>TOTAL</b>	<b>\$ 7,500</b>

<b>APPROVED BY:</b>		Town Manager	Date: 06/13/08
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**RESOLUTION NO.**

**RESOLVED**, that in accordance with Chapter VI, Section 8(f) of the Town Charter, the above transfer is hereby made.

To:	Full Time Salary	\$ 6,000
	FICA	\$ 1,200
	Medicare	\$ 300

From:	Medical/Dental Insurance	\$ 6,600
	Professional Development	\$ 900

**CERTIFICATION:** I hereby certify that the above-stated funds are available as of June 10, 2008

  
A. Lynn Nenni, Director of Finance



# TOWN OF ENFIELD

June 13, 2008

Honorable Members  
Enfield Town Council  
Enfield, Connecticut

**Subject: Request for Transfer of Funds**

Councilors:

**Background:**

Our department was notified this week by Finance that in order to pay for contract increases, historically paid from an automatic transfer made to our account from the General Fund, we would instead be required to first expend funds from some existing account. Accordingly, we are requesting a transfer of \$4,091.27 from our medical/dental insurance account to pay for retrospectively Council-approved increases in salaries, as well as social security and medicare coincident with those salaries.

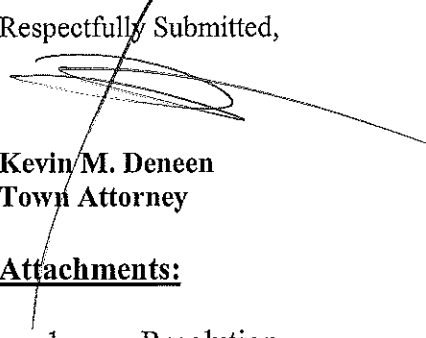
**Budget Impact:**

There is no budget impact.

**Recommendation:**

It is recommended that the transfer be approved.

Respectfully Submitted,

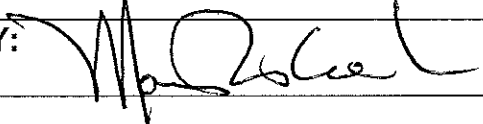
  
Kevin M. Deneen  
Town Attorney

**Attachments:**

1. Resolution.

**ENFIELD TOWN COUNCIL**  
**REQUEST FOR TRANSFER OF FUNDS**

<u>TO:</u> Account{s} or Fund		<u>FROM:</u> Account{s} or Fund	
Account No. 1300-0110 Salaries – Full Time	\$ 3,738.60	Account No. 1300-0210 Medical/Dental Insurance	\$ 4,091.27
Account No. 1300-0220 Social Security (FICA)	253.35		
Account No. 1300-0221 Medicare	99.32		
<b>TOTAL</b>	<b>\$ 4,091.27</b>	<b>TOTAL</b>	<b>\$ 4,091.27</b>

APPROVED BY:		Town Manager	Date: 06/13/08
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**RESOLUTION NO.**

**RESOLVED**, that in accordance with Chapter VI, Section 8(f) of the Town Charter, the above transfer is hereby made.

From: Account No. 100-01-0013-1300-210	Medical/Dental Insurance	\$4,091.27
To: Account No. 100-01-0013-1300-110	Salaries – Full Time	\$3,738.60
Account No. 100-01-0013-1300-220	Social Security (FICA)	253.35
Account No. 100-01-0013-1300-221	Medicare	99.32

**CERTIFICATION:** I hereby certify that the above-stated funds are available as of June 13, 2008.

  
 A. Lynn Nenni, Director of Finance



## TOWN OF ENFIELD

June 11, 2008

Honorable Member  
Enfield Town Council  
Enfield, Connecticut

**Subject: Funds Transfer ~ Engineering Division, Public Works Department**

Councilors:

**Background:**

It will be necessary to transfer funds to cover Salaries Full Time, Medical/Dental Insurance, Social Security (FICA) and Medicare for fiscal year 07/08.

**Budget Impact:**

Funds from 3200-335 Land and Building Services will be utilized to cover to above transfer. This account has a surplus and transfer will not affect the Engineering operation.

**Recommendation:**

These funds in the amount of \$4,662.16 will be transferred into Salaries, Medical/Dental, Social Security (FICA) and Medicare to cover the shortfall.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Diya Hawkes", is written over a horizontal line.


Diya Hawkes  
Director, Public Works

**Attachments:**

1. Resolution

**ENFIELD TOWN COUNCIL**  
**REQUEST FOR TRANSFER OF FUNDS**

<u>TO:</u> Account{s} or Fund		<u>FROM:</u> Account{s} or Fund	
3200-110 Salaries Full Time	\$3,248.58	3200-335 Land & Building Services	\$4,662.16
3200-210 Medical/Dental Insurance	\$1,010.00		
3200-220 Social Security (FICA)	\$327.83		
3200-221 Medicare	\$75.75		
<b>TOTAL</b>	<b>\$4,662.16</b>	<b>TOTAL</b>	<b>\$4,662.16</b>

<b>APPROVED BY:</b>		Town Manager	Date: 06/13/08
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**RESOLUTION NO.**

**RESOLVED**, that in accordance with Chapter VI, Section 8(f) of the Town Charter, the above transfer is hereby made.

TO: 3200-110 Salaries	\$3,248.58
3200-210 Medical/Dental Insurance	\$1,010.00
3200-220 Social Security (FICA)	\$327.83
3200-221 Medicare	\$75.75

FROM: 3200-335 Land & Building Services    \$4,662.16

**CERTIFICATION:** I hereby certify that the above-stated funds are available as of June 11, 2008.

  
A. Lynn Nenni, Director of Finance



# TOWN OF ENFIELD

June 11, 2008

Honorable Member  
Enfield Town Council  
Enfield, Connecticut

**Subject: Funds Transfer ~ Highway Maintenance Division**  
**Councilors:**

**Background:**

It will be necessary to transfer funds to cover Medical/Dental expenditures in order to balance the budget line item 3700-210 through the end of this fiscal year.

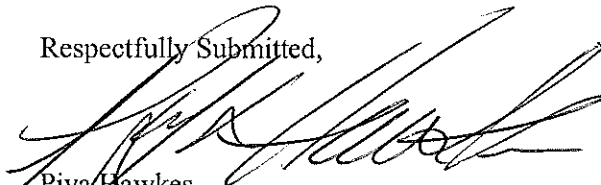
**Budget Impact:**

The amount of the funds needed is \$3096.46. There does not appear to be any surplus funds in the 200 series to cover this shortfall

**Recommendation:**

These funds in the amount of \$3096.46 be transferred, so that the budget balance is not adversely impacted by a shortfall in this account.

Respectfully Submitted,



Piya Hawkes  
Director, Public Works

**Attachments:**

1. Resolution

**ENFIELD TOWN COUNCIL**  
**REQUEST FOR TRANSFER OF FUNDS**

<u>TO:</u> Account(s) or Fund		<u>FROM:</u> Account(s) or Fund	
3700-210 Medical/Dental Insurance	3096.46	3700-450 Construction Services	3096.46
<b>TOTAL</b>	<b>3096.46</b>	<b>TOTAL</b>	<b>3096.46</b>

APPROVED BY:		Town Manager	Date: 06/12/08
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**RESOLUTION NO.**

**RESOLVED**, that in accordance with Chapter VI, Section 8(f) of the Town Charter, the above transfer is hereby made.

To: Medical Dental Insurance 3700-210 \$3,096.46

From: Construction Services 3700-450 \$3,096.46

**CERTIFICATION:** I hereby certify that the above-stated funds are available as of June 11, 2008.

  
A. Lynn Nenni, Director of Finance





## TOWN OF ENFIELD

June 11, 2008

Honorable Member  
Enfield Town Council  
Enfield, Connecticut

**Subject: Funds Transfer ~ Division of Solid Waste**  
Councilors:

**Background:**

As of June 16, 2008 it will be necessary to provide additional funds in the Solid Waste Operating Account (3900-0215) to complete the remainder of FY 2008. These funds are necessary to relieve the accounts of shortfalls due to unforeseen expenditures. The 3900-0215 Life Insurance line item was not funded in full. Request funds be transferred from 3900-0333

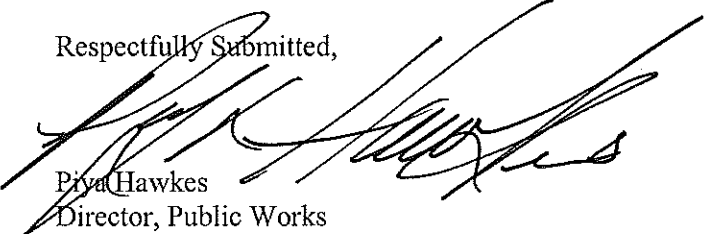
**Budget Impact:**

The amount of the funds needed is \$ 60.00 This will have no negative impact on the 3900-0333 Account.

**Recommendation:**

These funds in the amount of \$60.00 should be transferred from Health Services, 3900-0333, so that this line item account, can be sufficiently closed out for FY 07/08

Respectfully Submitted,



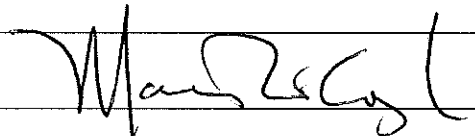
Priya Hawkes  
Director, Public Works

**Attachments:**

1. Resolution

**ENFIELD TOWN COUNCIL**  
**REQUEST FOR TRANSFER OF FUNDS**

<u>TO:</u> Account{s} or Fund			<u>FROM:</u> Account{s} or Fund		
Life insurance	3900-0215	60.00	Health Services	3900-0333	60.00
TOTAL		60.00	TOTAL		60.00

APPROVED BY:		Town Manager	Date: 06/13/08
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**RESOLUTION NO.**

**RESOLVED**, that in accordance with Chapter VI, Section 8(f) of the Town Charter, the above transfer is hereby made.

To: 3900-0215

From : 3900-0333                      Total \$ 60.00

**CERTIFICATION:** I hereby certify that the above-stated funds are available as of 6/11/08 .

  
A. Lynn Nenni, Director of Finance



# TOWN OF ENFIELD

June 11, 2008

Honorable Member  
Enfield Town Council  
Enfield, Connecticut

**Subject: Request for Transfer of Funds**

Councilors:

**Background:**

The Town Council approved salary increases for the 2007-2008 fiscal year that were not reflected in the adopted budget.

**Budget Impact:**

There will be little budget impact as Town Clerk accounts have been reviewed for end of year balances and the remaining dollars will come from the account for unbudgeted salary increases. This transfer will move dollars to the appropriate line item to cover the salary increase.

**Recommendation:**

To pay for 2007-2008 Town Clerk salary increases, it is recommended the transfer be approved.

Respectfully Submitted,

A handwritten signature in cursive script, reading "Suzanne F. Olechnicki", is written over the printed name.

Suzanne F. Olechnicki  
Town Clerk

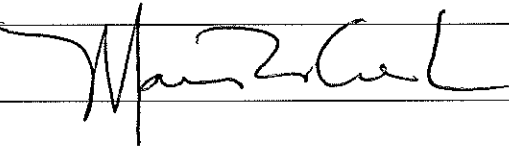
**Attachments:**

1. Resolution.

**ENFIELD TOWN COUNCIL**  
**REQUEST FOR TRANSFER OF FUNDS**

<u>TO:</u> Account{s} or Fund		<u>FROM:</u> Account{s} or Fund	
1600-110 TC Salaries FT	\$7,565.88	1600-120 TC Salaries PT	\$3,853.67
		1600-170 TC Other Compensation	1,565.00
		8030-930-07 Transfer to Collective Bargaining	2,147.21
<b>TOTAL</b>	<b>\$7,565.88</b>	<b>TOTAL</b>	<b>\$7,565.88</b>

APPROVED BY:



Town Manager

Date:

06/13/08

**RESOLUTION NO.**

**RESOLVED**, that in accordance with Chapter VI, Section 8(f) of the Town Charter, the above transfer is hereby made.

TO	1600-110 Town Clerk Salaries Full Time	\$7,565.88
FROM:	1600-120 Town Clerk Salaries Part Time	\$3,853.67
	1600-170 Town Clerk Other Compensation	\$1,565.00
	8030-930-07 Transfer to Collective Bargaining	<u>\$2,147.21</u>
	<b>TOTAL</b>	<b>\$7,565.88</b>

**CERTIFICATION:** I hereby certify that the above-stated funds are available as of June 12, 2008.



A. Lynn Nenni, Director of Finance



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## TOWN OF ENFIELD

June 13, 2008

Honorable Member  
Enfield Town Council  
Enfield, Connecticut

**Subject: Request for Transfer- Town Manager \$7,427**

Councilors:

**Background:**

As part of the year end close-out process, it is necessary to insure all line items have sufficient funding for the remainder of the year. Being the last meeting of the 2007-08 Fiscal Year, Staff is requesting the attached transfer to balance out the Salaries – Full-time line item. This line will be in deficit due to the retirement of an employee earlier in the fiscal year.

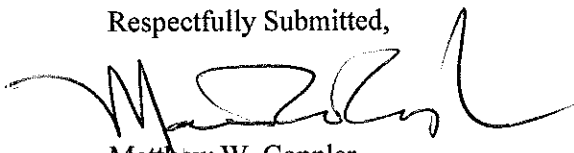
**Budget Impact:**

This action will not have a net impact on the 2007-08 budget since the money has already been appropriated, just in a different account.

**Recommendation:**

It is recommended by the Town Manager that Town Council transfers the recommended money to the aforementioned accounts.

Respectfully Submitted,



Matthew W. Coppler  
Town Manager

**Attachments:**

1. Resolution Requesting Transfer of Funds

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Office of the Town Manager  
820 Enfield Street  
Enfield, Connecticut 06082

Telephone (860) 253-6350  
Fax (860) 253-6310  
[www.enfield-ct.gov](http://www.enfield-ct.gov)

**ENFIELD TOWN COUNCIL**  
**REQUEST FOR TRANSFER OF FUNDS**

<u>TO:</u> Account{s} or Fund		<u>FROM:</u> Account{s} or Fund	
Salaries – Full-time 0100-01-0012-1200-110	\$7,427.00	Printing & Reproduction 0100-01-0012-1200-550	\$7,427.00
<b>TOTAL</b>	<b>\$7,427.00</b>	<b>TOTAL</b>	<b>\$7,427.00</b>

APPROVED BY: 	Town Manager	Date: 6/13/02
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**RESOLUTION NO.**

**RESOLVED**, that in accordance with Chapter VI, Section 8(f) of the Town Charter, the above transfer is hereby made.

To: Salaries – Full-time 0100-01-0012-1200-110 \$7,427.00

From: Printing & Reproduction 0100-01-0012-1200-550 \$7,427.00

**CERTIFICATION:** I hereby certify that the above-stated funds are available as of June 13, 2008.

  
A. Lynn Nenni, Director of Finance



## TOWN OF ENFIELD

**June 11, 2008**

Honorable Member  
Enfield Town Council  
Enfield, Connecticut

**Subject:        Approval of transfer for HR full time and part-time accounts**

Councilors:

**Background:**

The HR Department asks that the Council approve two transfers within the Department from medical insurance to the full time and part time salary accounts in the amounts of \$8,500 and \$1,200 respectively. Traditionally, these figures were transferred at the time of the Council action authorizing raises, but the Town is embarking on a new procedure necessitating the transfer at this time.

**Budget Impact:**

As this is an intra-department transfer the budget will not be impacted.

**Recommendation:**

I recommend that the Council approve this resolution.

Respectfully Submitted,

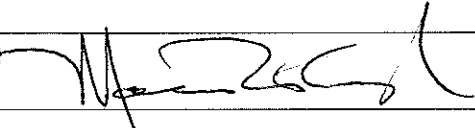
  
**William E. Mahoney, Director  
Human Resources**

**Attachments:**

1.     Resolutions
2.     Requests for transfer of funds

**ENFIELD TOWN COUNCIL**  
**REQUEST FOR TRANSFER OF FUNDS**

<u>TO:</u> Account{s} or Fund		<u>FROM:</u> Account{s} or Fund	
Salaries – Full-time 0100-01-016-1700-0110	\$8,500.00	Medical/Dental Insurance 0100-01-016-1700-0210	\$8,500.00
<b>TOTAL</b>	<b>\$8,500.00</b>	<b>TOTAL</b>	<b>\$8,500.00</b>

<b>APPROVED BY:</b> 	<b>Town Manager</b>	<b>Date: 6/13/02</b>
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**RESOLUTION NO.**

**RESOLVED**, that in accordance with Chapter VI, Section 8(f) of the Town Charter, the above transfer is hereby made.

To: Salaries –Full-time 0100-01-016-1700-0110                      \$8,500.00

From: Medical/Dental Insurance 0100-01-016-1700-0210                      \$8,500.00

**CERTIFICATION:** I hereby certify that the above-stated funds are available as of June 13, 2008.

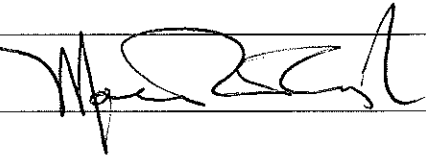
  
A. Lynn Nenni, Director of Finance



**ENFIELD TOWN COUNCIL**  
**REQUEST FOR TRANSFER OF FUNDS**

<b>TO:</b> Account{s} or Fund		<b>FROM:</b> Account{s} or Fund	
Salaries – Part-time 0100-01-016-1700-120	\$1,200.00	Medical/Dental Insurance 0100-01-016-1700-0210	\$1,200.00
<b>TOTAL</b>	<b>\$1,200.00</b>	<b>TOTAL</b>	<b>\$1,200.00</b>

APPROVED BY:



Town Manager

Date: 6/13/02

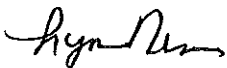
**RESOLUTION NO.**

**RESOLVED**, that in accordance with Chapter VI, Section 8(f) of the Town Charter, the above transfer is hereby made.

To: Salaries – Part-time 0100-01-016-1700-120 \$1,200.00

From: Medical/Dental Insurance 0100-01-016-1700-0210 \$1,200.00

**CERTIFICATION:** I hereby certify that the above-stated funds are available as of June 13, 2008.



A. Lynn Nenni, Director of Finance



## TOWN OF ENFIELD

May 30, 2008

Honorable Member  
Enfield Town Council  
Enfield, Connecticut

**Subject: Funds Transfer ~ WPC Division**

Councilors:

**Background:**

The expenditure of overtime in excess of the budget was caused by the need to process excessive sludge and the repair of pump station failures caused by power surges/outages.

**Budget Impact:**

There is no detrimental budget impact. The monies that are available in the Construction Services account were intended to be used to relocate a sewer manhole that was located within the flood plain area of the Scantic River to an upland area. However, it was determined through map review and site investigation there is an existing sewer manhole in the general vicinity that could be utilized.

**Recommendation:**

Funds in the amount of \$15,000.00 from the Construction Services account be transferred into the Overtime account to cover the shortfall.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Piya Hawkes", is written over a horizontal line.

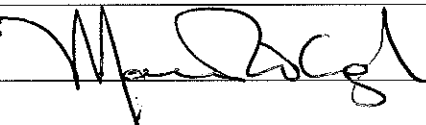
Piya Hawkes  
Director, Public Works

**Attachments:**

1. Resolution

**ENFIELD TOWN COUNCIL**  
**REQUEST FOR TRANSFER OF FUNDS**

<u>TO:</u> Account{s} or Fund		<u>FROM:</u> Account{s} or Fund	
3500-0140 Overtime	\$15,000.00	3500-0450 Construction Serv.	\$15,000.00
<b>TOTAL</b>	<b>\$15,000.00</b>	<b>TOTAL</b>	<b>\$15,000.00</b>

<b>APPROVED BY:</b>		Town Manager	Date: 06/13/08
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**RESOLUTION NO.**

RESOLVED, that in accordance with Chapter VI, Section 8(f) of the Town Charter, the above transfer is hereby made.

TO:      Overtime:                      3500-0140    \$15,000.00

From:    Construction Services:    3500-0450    \$15,000.00

**CERTIFICATION:** I hereby certify that the above-stated funds are available as of May 30, 2008.

  
A. Lynn Nenni, Director of Finance



## TOWN OF ENFIELD

June 6, 2008

Honorable Member  
Enfield Town Council  
Enfield, Connecticut

**Subject: Collector of Revenue Transfer Request**

Councilors:

**Background:**

Due to the increase in postage fees this transfer of funds is needed to cover the costs of mailing delinquent tax notices and the pre-payment of postage for the new tax bills.

**Budget Impact:**

The amount of funds needed is \$17,000.00. There is a surplus in the amount budgeted for health insurance that is available to cover this shortfall.

**Recommendation:**

The Town Council approve the transfer of \$17,000.00 so that operations are not adversely impacted by a shortfall in these accounts.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "A. Lynn Nenni", is positioned above the printed name.

A. Lynn Nenni  
Finance Director

**Attachments:**

1. Resolution.

**ENFIELD TOWN COUNCIL**  
**REQUEST FOR TRANSFER OF FUNDS**

<u>TO:</u> Account{s} or Fund		<u>FROM:</u> Account{s} or Fund	
0100-01-0017-1820-00000-0535 Postage	\$15,000.00	0100-01-0017-1820-0210 Medical/Dental Insurance	\$17,000.00
0100-01-0017-1820-00000-0550 Printing & Reproduction	\$ 2,000.00		
<b>TOTAL</b>	<b>\$17,000.00</b>	<b>TOTAL</b>	<b>\$17,000.00</b>

<b>APPROVED BY:</b>		Town Manager	Date: 06/13/08
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**RESOLUTION NO.**

**RESOLVED**, that in accordance with Chapter VI, Section 8(f) of the Town Charter, the above transfer is hereby made.

**TO:**        0100-01-0017-1820-00000-0535 Postage                                \$15,000.00  
              0100-01-0017-1820-00000-0550 Printing & Reproduction        \$ 2,000.00

**FROM:**    0100-01-0017-1820-00000-0210 Medical/Dental Insurance    \$17,000.00

**CERTIFICATION:** I hereby certify that the above-stated funds are available as of June 6, 2008.

  
A. Lynn Nenni, Director of Finance



## TOWN OF ENFIELD

**June 10, 2008**

Honorable Member  
Enfield Town Council  
Enfield, Connecticut

**Subject: Social Services Department Benefit, Taxes and Salary Adjustment Transfer**

Councilors:

**Background:**

This transfer request is made to adjust benefit, taxes and salary accounts that require additional funds. Benefit costs vary within divisions and several divisions required additional funds, while others have surplus funds. Salaries have been adjusted to reflect non-union raises and vacation and sick time pay to employees who have resigned.

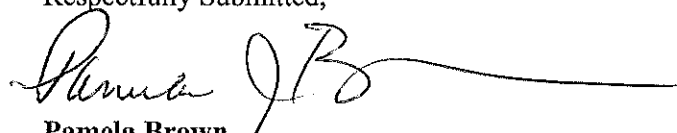
**Budget Impact:**

Funds are available in each of the categories listed.

**Recommendation:**

That the Town Council support the transfer of funds from the Social Service accounts with surplus funds as listed in order to balance the Social Services Department budget for 2007-2008.

Respectfully Submitted,

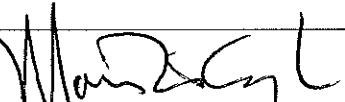
  
Pamela Brown  
Director of Social Services

**Attachments:**

1. Resolution/Transfer

**ENFIELD TOWN COUNCIL**  
**REQUEST FOR TRANSFER OF FUNDS**

<b>TO:</b> Account(s) or Fund		<b>FROM:</b> Account(s) or Fund	
0220-01-0040-4100-220 Soc. Sec.	\$7,000	0220-01-0040-8020-160 Stipends	\$11,000
0220-01-0040-4100-221 Medicare	1,600	0220-01-0040-8020-220 Soc Sec.	2,000
0220-01-0040-4100-210 Benefits	17,150	0220-01-0040-8020-221 Medicare	400
0220-01-0040-4120- 210 Benefits	24,500	0220-01-0040-8020-210- Benefits	22,283
0220-01-0040-4310-120 PT Sal.	5,900	0220-01-0040-4120-120 PT Sal.	4,500
0220-01-0040-4310-132 Substitute	5,500	0220-01-0040-4310-210 Benefits	11,400
0220-01-0040-4700-130 Salaries	1,700	0220-01-0040-4600-110 Salaries	7,000
0220-01-0040-4700-220 Soc. Sec	770	0220-01-0040-4600-210 Benefits	2,000
0220-01-0040-4700-221 Medicare	200	0220-01-0040-4700-210 Benefits	5,537
0220-01-0040-4130-120 Salaries	500	0220-01-0400-4400-120 Salaries	2,600
0220-01-0040-4130-220 Soc. Sec.	400		
0220-01-0040-4130-210 Benefits	800		
0220-01-0040-4130-221 Medicare	100		
0220-01-0400-4400-210 Benefits	2,600		
<b>TOTAL</b>	<b>\$68,720</b>	<b>TOTAL</b>	<b>\$68,720</b>

<b>APPROVED BY:</b>		Town Manager	Date: 6/13/08
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**RESOLUTION NO.**

**RESOLVED**, that in accordance with Chapter VI, Section 8(f) of the Town Charter, the above transfer is hereby made.

**TO:**

0220-01-0040-4100-220 Social Security \$ 7,000  
0220-01-0040-4100-221 Medicare 1,600  
0220-01-0040-4100-210 Benefits 17,150  
0220-01-0040-4120- 210 Benefits 24,500  
0220-01-0040-4310-120 Salaries PT 5,900  
0220-01-0040-4310-132 Substitutes 5,500  
0220-01-0040-4700-130 Salaries 1,700  
0220-01-0040-4700-220 Social Security 770  
0220-01-0040-4700-221 Medicare 200  
0220-01-0040-4130-120 PT Salaries 500  
0220-01-0040-4130-220 Social Security 400  
0220-01-0040-4130-210 Benefits 800  
0220-01-0040-4130-221 Medicare 100  
0220-01-0040-4400-210 Benefits 2,600

**FROM**

0220-01-0040-8020-160 Stipends \$ 11,000  
0220-01-0040-8020-220 Social Sec. 2,000  
0220-01-0040-8020-221 Medicare 400  
0220-01-0040-8020-210- Benefits 22,283  
0220-01-0040-4120-120 -PTSalaries 4,500  
0220-01-0040-4310-210 Benefits 11,400  
0220-01-0040-4600-110 Salaries 7,000  
0220-01-0040-4600-210 Benefits 2,000  
0220-01-0040-4700-210 Benefits 5,537  
0220-01-0040-4400-120 Salaries 2,600

**CERTIFICATION:** I hereby certify that the above-stated funds are available as of 6/11/ 08.

  
**A. Lynn Nenni, Director of Finance**



## TOWN OF ENFIELD

June 11, 2008

Honorable Member  
Enfield Town Council  
Enfield, Connecticut

**Subject: Funds Transfer ~ DPW Adm .**

Councilors:

**Background:**

Recently the Department of Public Works Administration Division has been given the responsibility to pay the Town's water bill in support of public fire protection.

**Budget Impact:**

A surplus of monies is available in the Contingency, Pension – Municipal Employees and Debt Services (Redemption of Principal) accounts to pay for existing and future water bills to the end of the fiscal year (June 30, 2008).

**Recommendation:**

Funds in the combined amount of \$177,000.00 from the Contingency, Pension- Municipal Employees and Debt Services (Redemption of Principal) accounts be transferred into the Water/Sewerage account (8030-0411) to cover the shortfall.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Piya Hawkes", is written over the typed name and title.

Piya Hawkes  
Director, Public Works

**Attachments:**

1. Resolution



**ENFIELD TOWN COUNCIL**  
**REQUEST FOR TRANSFER OF FUNDS**

<u>TO:</u> Account{s} or Fund		<u>FROM:</u> Account{s} or Fund	
Water/Sewerage: 0100-01-80-8030-000-0411-00	\$177,000.00	Contingency 0100-01-80-8030-000-0840-00	\$100,513.00
		Pension – Municipal Employ. 0100-01-80-8020-000-0230-00	\$ 51,000.00
		Redemption of Principal 0100-01-80-8500-05100-0910-00	\$ 25,487.00
<b>TOTAL</b>	<b>\$177,000.00</b>	<b>TOTAL</b>	<b>\$177,000.00</b>

APPROVED BY: 	Town Manager	Date: 06/13/08
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**RESOLUTION NO.**

RESOLVED, that in accordance with Chapter VI, Section 8(f) of the Town Charter, the above transfer is hereby made.

TO:	Water/Sewerage:	0100-01-80-8030-000-0411-00	\$177,000.00
FROM:	Contingency:	0100-01-80-8030-000-0840-00	\$100,513.00
	Pension-Municipal		
	Employees	0100-01-80-8020-000-0230-00	\$ 51,000.00
	Redemption of Principal:	0100-01-80-8500-05100-0910-00	\$ 25,487.00

**CERTIFICATION:** I hereby certify that the above-stated funds are available as of June 11, 2008.



A. Lynn Nenni, Director of Finance



# TOWN OF ENFIELD

**Date:** June 11, 2008

Honorable Member  
Enfield Town Council  
Enfield, Connecticut

**Subject:**        **Transfer of Funds from Salary Accounts to Hardware Services Account for Town of Enfield**

Councilors:

**Background:**

The Enfield Police Department is in need of implementing a Data Storage and disaster recovery solution required to support the ICOP in car video system. The IT department requests to transfer funds from the existing Salary accounts of unfilled positions to be used to purchase the required equipment to ensure proper data storage and backup of critical information captured through the ICOP system.

**Budget Impact:**

The funds to be distributed will come from accounts 1210-110 (Salaries Full-Time) \$26,000 and 1210-210 (Medical/Dental Insurance) \$47,000 for a total transfer of \$73,000.

**Recommendation:**

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Paul A. Russell", is written over a horizontal line.

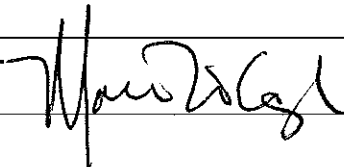
**Paul A. Russell  
Chief Technology Officer  
Town of Enfield**

**Attachments:**

1.        Resolution.

**ENFIELD TOWN COUNCIL**  
**REQUEST FOR TRANSFER OF FUNDS**

<u>TO:</u> Account{s} or Fund		<u>FROM:</u> Account{s} or Fund	
1210-334 Hardware Services	\$73,000.00	1210-110 Salaries Full Time	\$26,000.00
		1210-210 Medical/Dental	\$47,000.00
<b>TOTAL</b>	<b>\$73,000.00</b>	<b>TOTAL</b>	<b>\$73,000.00</b>

<b>APPROVED BY:</b> 	<b>Town Manager</b>	<b>Date:</b> 06/13/08
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**RESOLUTION NO.**

**RESOLVED**, that in accordance with Chapter VI, Section 8(f) of the Town Charter, the above transfer is hereby made.

TO:      1210-334      Hardware Services                      \$73,000.00

FROM:   1210-110      Salaries Full Time                      \$26,000.00  
             1210-210      Medical/Dental                              \$47,000.00

**CERTIFICATION:** I hereby certify that the above-stated funds are available as of June 11, 2008.

  
**A. Lynn Nenni, Director of Finance**



## TOWN OF ENFIELD

June 10, 2008

Honorable Member  
Enfield Town Council  
Enfield, Connecticut

**Subject: Funds Transfer ~ Building & Grounds**

Councilors:

**Background:**

Building & Grounds supplied porta-toilets at special school events that were not included in their budget. In addition, B&G encountered increases in natural gas and water usage throughout the Town.

**Budget Impact:**

There is no detrimental budget impact. There is a surplus of monies available in the salaries and temporary/seasonal account because positions were vacant during the first part of the year.

**Recommendation:**

Funds in the amount of \$29,000.00 from the salaries and temporary/seasonal accounts be transferred into water and natural gas accounts.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'Piya Hawkes', is written over the printed name and title.

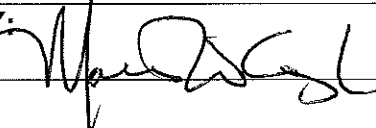
Piya Hawkes  
Director, Public Works

**Attachments:**

1. Resolution

**ENFIELD TOWN COUNCIL**  
**REQUEST FOR TRANSFER OF FUNDS**

<b>TO:</b> Account{s} or Fund		<b>FROM:</b> Account{s} or Fund	
3400-411 – Water/Sewage – Portable Toilets	\$5,000	3400-110 – Salaries	\$5,000
3400-612 – Natural Gas	\$11,000	3400-110-Salaries	\$2,000
		3400-130 – Temp/Seasonal	\$9,000
3400-410 - Utility (Water)	\$13,000	3400-110 – Salaries	\$13,000
<b>TOTAL</b>	<b>\$29,000.00</b>	<b>TOTAL</b>	<b>\$29,000</b>

<b>APPROVED BY:</b> 	<b>Town Manager</b>	<b>Date:</b> 06/13/08
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**RESOLUTION NO.**

**RESOLVED**, that in accordance with Chapter VI, Section 8(f) of the Town Charter, the above transfer is hereby made.

**TO:**

3400-411 – Water/Sewage – Portable Toilets	\$5,000
3400-612 – Natural Gas	\$11,000
3400-410 - Utility (Water)	\$13,000

**FROM:**

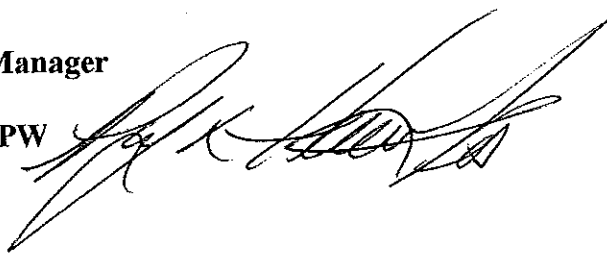
3400-110 – Salaries	\$5,000
3400-110-Salaries	\$2,000
3400-130 – Temp/Seasonal	\$9,000
3400-110 – Salaries	<u>\$13,000</u>
<b>TOTAL</b>	<b>\$29,000</b>

**CERTIFICATION:** I hereby certify that the above-stated funds are available as of 6-10-08.

  
**A. Lynn Nenni, Director of Finance**

# Public Works Administration

## Memorandum

**TO:** Matthew Coppler, Town Manager  
**From:** Piya Hawkes, Director - DPW   
**Date:** May 30, 2008  
**Subject:** General Construction Inspection Contract  
Roads 2005 Program

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Attached here for your information and review is a resolution to extend the contract agreement between the Town and Wengers Engineering Group (Wengers) for construction inspection services in support of the Roads 2005 Program. Please note this resolution has already been reviewed by the Town Attorney's office.

The original agreement became effective April 1, 2005 with a total contract period not to exceed 36 months (April 1, 2008) unless approved by the Town Council in which case the terms of this agreement shall remain valid for the additional approved years (2008 & 2009). In addition, new fee schedules would be applicable upon approval of the contract extension.

It is being requested this resolution be placed on the agenda for the next scheduled Town Council meeting for discussion and approval.

If you have any questions or concerns regarding this matter, please do not hesitate to call me.

### Attachments

**Cc:** Daniel Vindigni – Assistant Town Manger  
Lynn Nenni – Director Finance  
Jeffery Bord – Town Engineer  
File/Admin.

# **ENFIELD TOWN COUNCIL**

## **RESOLUTION NO. \_\_\_\_\_**

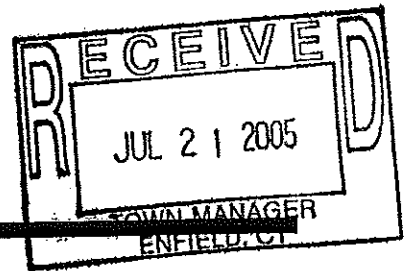
### **Resolution Authorizing the Extension of the Road 2005 Construction Inspection Services Contract with Wenners Engineering Group**

- WHEREAS,** On July 25, 2005, the Town of Enfield entered into an Agreement with Wenners Engineering Group for General Construction Inspection services for the Roads 2005 Program (copy of agreement attached hereto);
- WHEREAS,** The term of the Agreement was for a period of thirty-six (36) months, retroactively commencing on April 1, 2005 and ending on April 1, 2008;
- WHEREAS,** The Agreement provided for an "additional approved period" commencing on April 1, 2008 and expiring on April 1, 2009;
- WHEREAS,** Wenners Engineering Group has expediently carried out the construction inspection services;
- BE IT RESOLVED,** that the Town Council hereby approves the extension of the Agreement with Wenners Engineering Group for the additional approved period of April 1, 2008 through April 1, 2009;
- BE IT RESOLVED,** that the Town Manager is authorized to execute any documents necessary to effectuate the extension of the Agreement.

Date Prepared: May 29, 2008

Prepared By: Department of Public Works and Office of Town Attorney

# Public Works Administration



## Memorandum

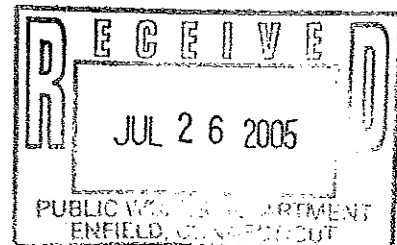
To: Scott Shanley, Town Manager  
From: John Kazmarski, Dir. Of Public Works  
Date: July 20, 2005  
Subject: Road 2005 / General Construction Inspection Services

A handwritten signature in cursive script, appearing to read "John Kazmarski".

Attached are three copies of an agreement between the Town and Weners Engineering Group for providing the subject services. The firm was selected through our QBS selection process and the scope of services and the associated fees have been reviewed by this office and found acceptable. We recommend execution of the contract with Weners Engineering Group.

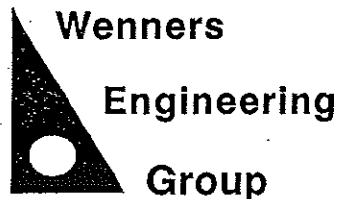
cc: Greg Simmons  
: Jeff Bord  
: Files/Admin.

⑦ Copy to cover  
originals back to  
John Kazmarski  
07/25/05  
JH





Civil Engineering  
Construction  
Subdivisions  
Site Design  
Wetlands



Edward B. Wenners, PE

March 17, 2005

Mr. John J. Kazmarski, PE  
Director of Public Works  
Town of Enfield  
40 Moody Road  
Enfield, CT 06082

**RE: GENERAL CONSTRUCTION INSPECTION  
ROAD 2005 PROGRAM**

Dear Mr. Kazmarski:

I am pleased to respond to the competitive selection of Wenners Engineering Group to provide general construction inspection services as an independent contractor for the Town of Enfield Road 2005 Program and to present my contract proposal to you herein referred to as the "Town".

The scope of Wenners Engineering Group's (WEG) work shall include the following:

- Provide on-site inspectors as necessary to routinely observe, monitor and inspect the construction. Inspectors shall measure and record the payable work of construction contractors and on behalf of the Town, maintain quality control in accordance with the approved plans, specifications and DoT Form 8147. On-site inspectors shall report any non-routine construction and/or neighborhood issues to the Chief Inspector. Inspectors shall prepare detailed daily inspection reports.
- Provide an on-site Chief Inspector to coordinate and assist the inspection staff as necessary and to interface with the Town Public Works, Engineering and Finance Staff. The Chief Inspector shall resolve other than routine onstruction issues, review daily inspection reports for accuracy and summarize quantities for contractor payments. The Chief Inspector shall provide contract administration as directed by the Town staff to include implementation of change orders and credits. He will also review payment requests from the contractors and recommend approval to the Town. The Chief Inspector telephonically reports daily to the WEG Principal Engineer and prepares daily inspection reports.

- Provide a Principal Engineer on a limited basis for overview of inspection staff. He receives daily telephone reports from the Chief Inspector, reviews daily inspection reports by fax, reviews contractor payment requests recommended for approval by the Chief Inspector and occasionally conducts a site visit.

#### EFFECTIVE DATE

This agreement shall be effective starting April 01, 2005 and the total contract period shall not exceed 36 months (April 01, 2008) unless approved by the Town Council in which case the terms of this agreement shall remain valid for the additional approved period(s).

#### APPLICATION

This agreement applies to all general construction services in connection with the Town of Enfield Road 2005 Program and other associated projects.

#### FEES

The Inspectors, Chief Inspector and Principal are provided on an hourly fee basis as necessary during the construction season. In response to the RFP, an hourly fee schedule for the first three years of the Program (2005, 2006, 2007) was previously provided and is shown on the enclosed attachment. Projected rates for 2008 and 2009 are also added in the event the Town Council approves an extension of the contract for those years. All costs and expenses associated with the project are included in the hourly rates with the exception of the field office. Invoices are submitted monthly with payment due no later than 30 days after receipt.

#### FIELD OFFICE

A field office (construction trailer) with phone, fax, copier, AC and heat shall be provided for use by the inspectors. The same field office used for the Road 2000 Program shall be used for the Road 2005 Program and shall remain at its current location. The monthly fee is listed on the attachment.

#### SCOPE LIMITATION

For the purposes of this contract, the term "Inspection" does not mean supervision, management and/or control of the construction work. Each Construction Contractor shall be completely responsible for the means and methods of construction, the scheduling of construction and all safety/OSHA requirements.

Contract Proposal  
March 17, 2005  
Page 3

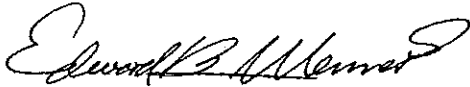
INSURANCE

All insurance requirements listed in the RFP are currently being met for the Road 2000 Program and will continue uninterrupted for the Road 2005 Program.

AGREEMENT

If the preceding meets with your approval, your signature(s) in the appropriate space and the return of one original of this letter agreement shall constitute a satisfactory form of contract.

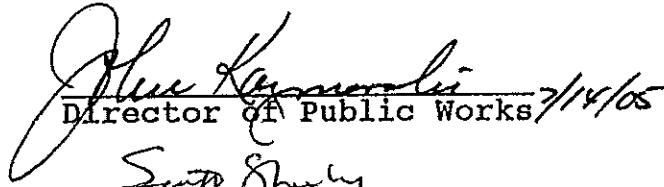
Sincerely,



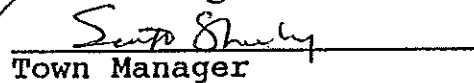
Edward B. Wenners, PE  
Principal

Enclosure

RECOMMEND APPROVAL:

  
Director of Public Works 7/14/05

APPROVAL:

  
Town Manager

DATE:

7/25/05

ROAD 2005 PROGRAM  
GENERAL CONSTRUCTION INSPECTION  
(Independent Contractor)

ATTACHMENT TO LETTER AGREEMENT

HOURLY FEE SCHEDULE

FEE SCHEDULE: (years 2005, 2006 & 2007)

Inspector	@	\$50.00	per hour
Chief Inspctor	@	\$55.00	per hour
Principal	@	\$80.00	per hour
Construction Trailer	@	\$500.00	per month

FEE SCHEDULE: (years 2008 & 2009)  
(upon approval of contract extension by Town Council)

Inspector	@	\$55.00	per hour
Chief Inspector	@	\$60.00	per hour
Principal	@	\$85.00	per hour
Construction Trailer	@	\$550.00	per month

**ENFIELD TOWN COUNCIL  
RESOLUTION NO. \_\_\_\_\_**

**Resolution Setting a Public Hearing to Amend the  
Schedule of Fees for Transfer Station Usage and Curbside Bulky Waste Pick-up**

**WHEREAS**, the 2008-09 Budget for the Town of Enfield includes revenues from increased fees for Transfer Station usage and Curbside Bulky Waste pick-up; and

**WHEREAS**, Council wishes to seek input on this increase from the residents.

**NOW, THEREFORE BE IT RESOLVED**, the Enfield Town Council will hold a Public Hearing in the Enfield Town Hall Council Chambers, 820 Enfield Street, Enfield, Connecticut on Monday, July 7, 2008 at 6:50 p.m. to allow interested citizens an opportunity to express their opinions regarding the Proposed Amendment to the Schedule of Fees for the Transfer Station usage and Curbside Bulky Waste pick-up.

Date Prepared:            June 13, 2008  
Prepared by:            Town Manager's Office

**Town of Enfield**  
**Bulky Waste Transfer Station – Fees**

**Residential Fees – Effective July 15, 2008**

Annual Residential Permit .....	\$5
Annual Residential Trailer Permit .....	\$5
Disposal Rate ( <b>non-yard waste</b> ) .....	<del>\$0.05</del> <b>\$0.07</b> per pound of material
Disposal Rate ( <b>yard waste</b> ) .....	<b>\$0.00</b> per pound of material
Disposal of Refrigeration Units .....	\$20 each unit
Curbside Residential Bulky .....	<del>\$30</del> <b>\$50</b> each collection

**Commercial and Non-resident Fees – Effective July 15, 2008**

Annual Commercial* and Non-resident Vehicle Permit .....	\$120.00
Annual Commercial Trailer** Permit .....	\$120.00
<b>Disposal Rate (all allowable materials).....</b>	<b>\$0.07 per pound of material</b>

\* Commercial Vehicle shall be defined as any commercially registered vehicle or any vehicle rated over 10,000 lbs. GVW.

\*\* Commercial Trailer shall be defined as any trailer in tow of a defined commercial vehicle.

Additions	<b>[Bold]</b>
Deletions	<del>[Strikethrough]</del>





Michael J.F. Barresi, Ph.D.  
Assistant Professor  
Department of Biological Sciences  
Smith College  
Northampton, Massachusetts 01063  
413-585-3697; [mbarresi@email.smith.edu](mailto:mbarresi@email.smith.edu)  
Web conferencing via A.I.M.: *barresirero*

**Matthew W. Coppler**  
Town Manager, Enfield CT.

*Re: Barresi Career Award Proposal and Potential Town Commitments.*

*"A training initiative supported by Smith College, the Barresi Lab, Eppendorf Inc., the Town of Enfield and Enfield Public Schools."*

Dear Mr. Coppler,

I wish to sincerely thank you for sharing your valuable time with me last Monday morning to discuss in person my outreach proposal for Enfield public schools. I enjoyed our discussion, and was very pleased to hear that you and the town of Enfield are willing to explore supporting this initiative. If I am successful in obtaining this NSF award, I know that it will make a significant impact on Enfield students that will result in more productive and scientifically literate citizens for their own benefit and the benefit of the town of Enfield. As we enter into the "Century of Biology", the success of a town's science curriculum and their laboratory resources are very important measures of the quality of education in a given town and their current level of progressive teaching, as we are now in the "century of biology".

I hope I was clear in conveying to you the main points of my proposal and the benefit it will bring to Enfield. The end product will be the creation of new science laboratory curriculum in the two high schools fostered by an intensive teacher and student summer training program through Smith College and my laboratory and the necessary laboratory equipment provided by a Federal Government award, Eppendorf generosity, and hopefully the support of the town of Enfield. The outcome of this 4-year program would be a modernization of the scientific resources and curriculum to instill an increased depth and comprehension of the life sciences, as well as the interest, drive and necessary work ethic to succeed in higher education particularly in the sciences.

I feel the best and most successful proposals are those that show compromise, responsibility and commitment from all parties. In an effort to be as clear as possible I detail what I am hoping to be each party's responsibility for this initiative should I be awarded this proposal.

**The National Science Foundation:** Providing the funding for teacher and student summer stipends as well as funding for new microscope equipment, animal breeding apparatus and some reagents. *Totaling ~\$75,000*

**The Barresi Lab:** Training in molecular, cellular, and developmental biology techniques and concepts. Year round consulting on laboratory exercises and curriculum.



**Smith College:** Committed to covering the tuition and room and board for the teacher and student to attend the 2-week molecular biology training course. *A total value of \$30,000.* This is rather significant because Smith is not required to provide matching support for research grants, particularly when the College will not directly benefit from the funding.

**Eppendorf Inc.:** I have met with and discussed this proposal with Eppendorf. They were extremely enthusiastic about the prospects of supporting this initiative. Recently, Eppendorf requested and I supplied them with an itemized list of Eppendorf equipment that I feel would benefit this program. The president of human resources is currently reviewing this information. Based on our conversations I feel confident they will provide these resources.

Despite the many equipment items to be purchased from this grant and provided by Eppendorf and the tuition and stipend coverage already committed, I know that to carry out the developed laboratories and curriculum the high school teachers will still require additional funding to purchase necessary reagents and supportive equipment. Specifically, I project that to support this program an additional funding of \$50,000 will be required. This amount should actually be dispersed throughout the term of the grant. With \$20,000 the first year, and \$10,000 provided in years 2, 3, and 4.

There is one more additional request. Eppendorf and I have some concerns that the equipment we will be providing may be subject to theft or damage. An important teaching microscope was already stolen from Enfield High school for example. We would like to request that the town of Enfield place these items on an insurance program so that they will be protected against these possibilities.

Mr. Coppler I wish to thank you for your time and consideration of this proposal. It is very exciting to me to see all the different parties coming together to support a worthwhile program to provide the resources and training the educators and students of Enfield desperately need. Please let me know if there is anything else I can provide you or answer additional questions.

Sincerely,

Michael J.F. Barresi, Ph.D.